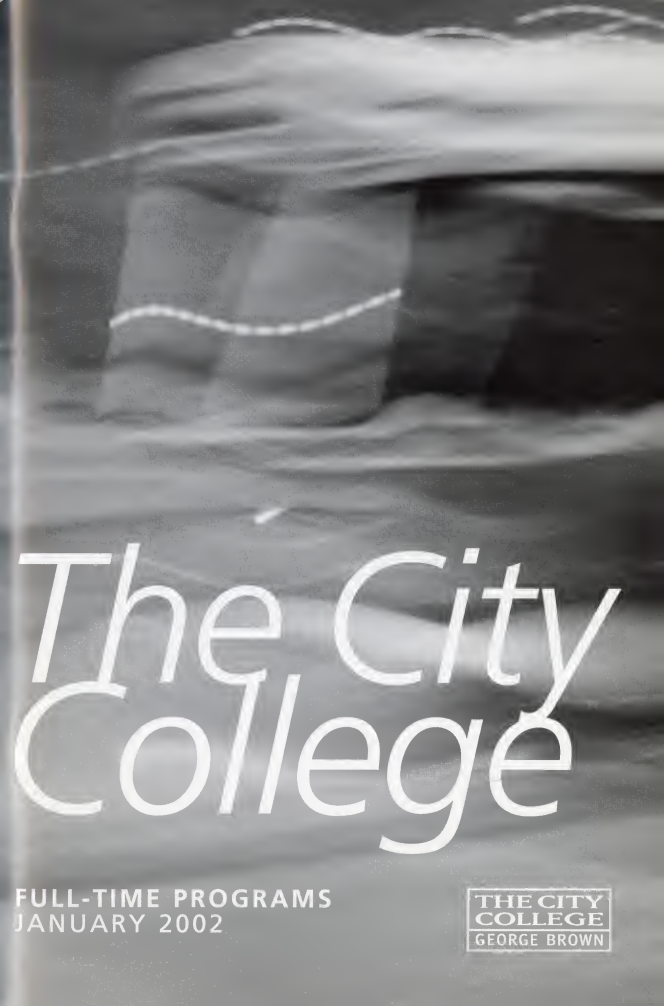
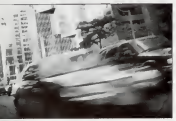


The City College

FULL-TIME PROGRAMS
JANUARY 2002

THE CITY COLLEGE
GEORGE BROWN

Looking for success?



George Brown – The City College – now gets you even closer to where you want to be: in a thriving career, in a growth sector of the economy, in the heart of the country, in the heat of the action.

We've restructured to give you exactly what you need to succeed: a career-focussed education, a dynamic, forward-thinking environment, and a real connection to your future employers.

Take advantage of our thirst for change.
We have new centres of specialization, state-of-the-art facilities, industry-current faculty, and new buildings. Our strategic alliances are new too, from Celestica to leading banks, from women's shelters and four-star hotels to Equity Showcase Theatre.

We've improved everything, except our location. It's the best in Canada. Always will be. We're in downtown Toronto, at the heart of Canada's biggest city. That means some concrete advantages for our students.

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In our centres of specialization you'll connect with the country's best organizations in financial services, performing arts, technology, graphic design, hospitality, health services and more. We offer unparalleled access to work experience and part-time jobs, unparalleled program enhancements. That means an unparalleled start to your career.

Sure, you can go to a college anywhere.
But why just read about something? At George Brown, you're part of the action from day one. Our campuses are literally surrounded by the biggest and best employer community in the country – whatever your career direction. Here you'll develop a real feel for your career: its pace, its demands, its sights, sounds and tastes. It's all right here. Ours, and ours alone.

At George Brown – the City College – we excel at the practical, the here and now.

Your success is at our doorstep.

Centre for Financial Services Education NEW

The Centre for Financial Services Education has been designed to meet the needs of one of Canada's fastest growing sectors, the financial services industry, and offers a number of unique choices leading to excellent career opportunities in financial services.

Whether you are seeking a challenging career in financial planning, financial services management, accounting, or other areas of the financial services industry, a diploma from the Centre will provide you with the education, training, licensing preparation, and professional development that you need for today's work force.

In collaboration with major financial services' companies in Toronto and industry-recognized education providers, the Centre's programs have been designed so that graduates will be fully prepared for what lies ahead in their careers.

After getting a solid grounding in core courses (see required foundation credits), students then choose one of the following specializations:

- Financial Planning
- Accounting
- Financial Services Management

Co-Op Option

All of the Centre's programs are available with a co-op option. Co-op students are required to complete three successful work terms during the course of their studies. Students choosing the option receive many added benefits. First, they have an opportunity to apply the knowledge they have gained in the classroom to real-life business situations. In addition, students in the co-op program get a head start in establishing working relationships with potential employers. In fact, many students go on to full-time employment with their co-op employer.

Financial Planning

The Financial Planning stream offers students all of the technical material necessary to prepare graduates for the Financial Planners Standards Council (FPSC), Professional Proficiency Exam (PPE), leading to the CFP™ designation, and the financial planning licensing exam currently under development by the Canadian Securities Administrators. The Centre is currently working with the FPSC to obtain FPSC accreditation of our program so that students can sit the FPSC's PPE examination immediately upon graduation.

In association with the Canadian Securities Institute, the Financial Planning stream also provides students with all of the courses required to complete the Canadian Securities Course.

In addition, students may choose electives to further their education in the following areas:

- **Securities.** These electives provide students with all of the educational requirements needed to obtain the Canadian Investment Manager (CIM) designation, as well as Options and Futures licensing.
- **Insurance.** These electives provide students with all of the educational requirements needed to obtain insurance licensing, or to begin their studies towards a career as a Chartered Life Underwriter.
- **Small Business.** For students interested in professional advising and small business, these electives provide additional courses in taxation, insurance and estate planning.

Accounting

The three-year accounting stream prepares students to become analytical, flexible, and motivated professionals who will thrive in their accounting careers.

The program has been developed to provide students with a well-rounded education and a solid grounding in the fundamentals of accounting.

In addition, students may choose electives to further their education in the following areas:

- **Professional Accounting.** For students wishing to move on to their CGA designation, these electives provide the maximum number of credits toward the CGA designation.
- **Professional Financial Planning.** For students wishing to supplement their accounting studies with studies in financial planning, these electives provide all of the technical material necessary to prepare graduates for the FPSE's Professional Proficiency Exam and the financial planning licensing exam currently under development by the Canadian Securities Administrators.

Financial Services Management

Students obtain the knowledge and skills necessary to pursue careers as financial service officers, retail bank managers, and for other managerial positions. By supplementing their studies with courses from other School of Business programs. Students can also pursue careers in marketing, human resources, trust and estate administration, or personal financial planning.

In all the Centre's programs, students learn not only the technical skills that employers require, but also the "soft" skills such as problem solving, critical thinking, leadership and team building, that set the Centre's graduates apart. The programs make extensive use of real-life case studies, projects, and applied technology, providing the skills that employers look for.

The Centre's programs have been designed around two fundamental principles: (1) provide students with the highest quality education possible and (2) to make sure that graduates are prepared for successful careers in their chosen professions. The Centre is working on academic partnerships with organizations such as the Canadian Securities Institute, the Certified General Accountants Association of Ontario, the Canadian Association of Insurance and Financial Advisors, the Institute of Canadian Bankers and the Financial Planners Standards Council, among others. As a result, you graduate with academic standing in courses recognized by employers, as well as by professional associations and licensing bodies. Thiis sets you apart from your competition.

Each student will be assigned to an academic advisor who will help to plan your customized education in the Centre for Financial Services Education.

Admission requirements: Ontario Secondary School Diploma (with credits at/or above general level) or equivalent, or mature student status. Grade 12 English and mathematics with 60%.

NEW high school curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O) with 60%
- any grade 12 mathematics (C), (U), with 60%

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above

Diploma Requirements: In order to graduate from any program in the Centre for Financial Services Education, students require a minimum of 36 credits in addition to COMP1082. Students choosing the co-op option are required to successfully complete three co-op work terms.

Student Selection

Applicants may be required to submit a letter of interest, and may be required to attend an interview.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire for communication skills and knowledge of key areas of business (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred.

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

For more information contact Cary List, Director, Centre for Financial Services Education at (416) 415-4278 between 9 a.m. and 4 p.m.

E-mail: clist@gbrownc.on.ca

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Centre for Financial Services Education

All Programs in the Centre for Financial Services Education require a minimum of 36 credits to complete

Required Foundation Credits (12 credits)

General Education Credits (6 credits)

Students must choose one of the following streams

FINANCIAL PLANNING STREAM

11 required additional credits specific to Financial Planning, plus at least 7 additional electives.

Students *may* wish to use their electives to select one of the following specializations:

SECURITIES SPECIALIZATION
For students interested in pursuing a career in the securities industry and in obtaining additional industry-recognized securities designations and licenses.

OR

INSURANCE SPECIALIZATION
For students interested in pursuing a career in the insurance industry and obtaining additional industry-recognized securities designations and licenses.

OR

SMALL BUSINESS SPECIALIZATION
For students interested in professional advising and small business, with greater emphasis on estate, retirement, and income tax planning.

ACCOUNTING STREAM

14 required additional credits specific to Accounting, plus at least 4 additional electives.

Students *may* wish to use their electives to select one of the following specializations:

PROFESSIONAL ACCOUNTING SPECIALIZATION
For students interested in pursuing a career as a professional accountant and in obtaining a professional accounting designation (CGA).

OR

FINANCIAL PLANNING SPECIALIZATION
For students interested in combining their accounting education with financial planning studies, and obtaining a professional financial planning designation.

FINANCIAL SERVICES MANAGEMENT STREAM

10 required additional credits specific to Financial Services Management, plus at least 8 additional electives.

Students *may* wish to use their electives to select one of the following specializations:

HUMAN RESOURCES MANAGEMENT SPECIALIZATION
For students interested in a career in human resources in the financial services industry.

OR

MARKETING SPECIALIZATION
For students interested in a marketing career in the financial services industry.

OR

ESTATE AND TRUST SERVICES SPECIALIZATION
For students interested in a career focusing on estate and trust administration or management.

OR

FINANCIAL PLANNING SPECIALIZATION
For students interested in providing personal financial planning within financial institutions, and who want to pursue a professional financial planning designation.

All programs are available with a co-op option. Students choosing this option are required to complete three co-op work terms.

Students will be assigned academic advisors to assist them in planning their customized education at the Centre for Financial Services Education.

Centre for Financial Services Education
Financial Planning Stream

With optional advanced studies in Securities, Insurance, or Small Business.

Program Code: B143
St. James Campus
Starting: September, January, May (Pending Ministry Approval)
Certification: Diploma
3 years (6 semesters of study plus 3 co-op work terms for students choosing the co-op option).

Apply to OCAS

Our Program

Unique to Ontario, our program offers students the following benefits:

- All of the technical material necessary to prepare graduates for the Financial Planners Standards Council (FPSC) Professional Proficiency exam, leading to the CFP™ designation, and the financial planning licensing exam currently being developed by the Canadian Securities Administrators. The Centre is currently working with the FPSC to obtain their accreditation of our program so that students can sit the Professional Proficiency Examination immediately after graduating.
- All of the courses required to complete the Canadian Securities Course (in association with the Canadian Securities Institute).
- Additional advanced Securities electives iin association with the Canadian Securities Institute. These electives provide students with all of the educational requirements needed for them to obtain their Canadian Investment Manager (CIM) designation, as well as their Derivatives Fundamentals, and options and Futures licensing.
- Advanced insurance electives in association with the Canadian Association of Insurance and Financial Advisors (CAIFA). These electives provide students wishing to pursue a career in the insurance industry with all of the educational requirements needed to obtain their insurance licensing, or to begin their studies towards a career as a Chartered Life Underwriter (CLU).
- A unique package of electives where students interested in small business and in becoming consultants focus on additional courses in estate, retirement and income tax planning.
- **Co-Op Option.** Students choosing the co-op route gain many added benefits. First, they have an opportunity to apply the knowledge they have gained in the classroom to real-life business situations. In addition, they get a head start in establishing working relationships with potential employers. In fact, many students go on to full-time employment with their co-op employer.

Your Career

- The unique combination of skills and credentials that you will obtain can lead to a wide range of excellent career opportunities.
- Excellent opportunities exist for financial planners with banks, brokerage firms, mutual fund companies, independent financial planning firms, or as self-employed financial planning practitioners.
- Examples of positions graduates can expect to obtain include: Personal Financial Advisor, Financial Planner, Investment Advisor, Securities Dealer, Mutual Fund Investment Specialist, Insurance Advisor, Retirement and Estate Specialist, or even an independent financial planner in your own business!

REQUIRED FOUNDATION CREDITS (12 credits)

COMP1082	Computer Skills and Applications (non-credit)
BUS1034	How to Be a Successful Student (1/2 credit)
ACCT1031	Introduction to Spreadsheet Concepts and Design
STAT1010	Quantitative Methods I
COMM1007	College English
COMM1034	Professional Communications
ACCT3012	Introduction to Database Concepts and Design
MATH1021	Mathematics of Finance
FIN1011	Fundamentals of Financial Planning
ACCT1001	Introduction to Accounting I
BUS1024	Introduction to Business
MARK1001	Marketing
MGMT1021	Multi-disciplinary Strategic Management Project
BUS1021	Career Planning and Development (1/2 credit)

PROGRAM SPECIALIZATION CREDITS (11 credits)

FIN1003	Financial Systems in Canada
ACCT1029	Financial Management and Analysis I (1/2 credit)
ACCT1030	Financial Management and Analysis II (1/2 credit)
FIN1001	Canadian Securities
LAW1011	Business and Family Law
FIN2003	Money Management and Application Software
ACCT2028	Taxation I
FIN2004	Retirement and Estate Planning
FIN2063	Risk Management and Estate Planning
FIN2007	Investment Planning
FIN2005	Income Tax Planning
FIN2008	Advanced Financial Planning Practice and Ethics

GENERAL EDUCATION CREDITS (6 credits)

GNED1031	Microeconomics
GNED1032	Macroeconomics

Plus two half-credit electives selected from the following options:

- Problem Solving and Analytical Thinking
- Organizational Behaviour
- Proposal Writing and Presentation Skills
- Research Techniques
- Leadership Skills Development
- Team Building

Plus three additional general education credits, selected by the student.

Diploma Requirements

In order to graduate from the program students require a minimum of 36 credits. Students in the co-op option are also required to complete three successful work terms. Each student must complete 12 Foundation credits and 6 General Education credits. The student selects the remaining courses, with the assistance of an academic advisor.

Admission requirements: Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics with 60%. OAC credits may qualify for exemptions.

NEW high school curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O) with 60%
- any grade 12 mathematics (C), (U), with 60%

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

Applicants may be required to submit a letter of interest, and may be required to attend an interview.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2234.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Additional costs: students who choose the co-op option are required to pay a co-op administration fee per work term.

OPTIONAL – ADVANCED ELECTIVES

Securities Electives (7 credits)

Students selecting the Securities electives package are required to register as students of the Canadian Securities Institute. The following additional courses are recommended:

MARK2027	Sales Training and Client Management
MARK2028	Marketing Financial Services
FIN2024	Investment Management Techniques
FIN2025	Portfolio Management Techniques
FIN2026	Derivatives Fundamentals
FIN2027	Options
FIN2028	Futures

Students graduating with these additional securities electives are prepared for a career focusing on in-depth knowledge of securities investment and the securities industry. Because of the College's association with the Canadian Securities Institute (CSI), students can complete all of the required securities licensing and professional examinations before graduating from the program.

Insurance Electives

Students selecting the insurance electives package are required to register as students of the Canadian Association of Insurance and Financial Advisors. The following additional electives are recommended:

MARK2027	Sales Training and Client Management
MARK2028	Marketing Financial Services

Additional insurance courses to be determined. Please contact the Financial Planning Program Co-ordinator or the Director of Financial Services Education, for more information.

Students graduating with these additional insurance electives are prepared for a career focusing on in-depth insurance and risk management planning. Because of the College's affiliation with the Canadian Association of Insurance and Financial Advisors (CAIFA), students can complete all of the required insurance licensing and professional examinations before graduating from the program.

Small Business Electives (4 credits)

We recommend that students selecting the small business electives take the following additional courses:

MARK2027	Sales Training and Client Management
MARK2028	Marketing Financial Services
FIN2029	Small Business Taxation
FIN2030	Insurance and Estate Planning for Small Business

Students graduating with these additional small business electives will be prepared for a professional career as an independent advisor, or as an advisor with a financial institution, other investment organization or professional financial practice organization, with a greater emphasis on tax, retirement and estate planning.

Specific courses and course numbers are subject to change.

For more information contact Cary List, Director, Centre for Financial Services Education at (416) 415-4278 between 9 a.m. and 4 p.m.

E-mail: clist@gbrownc.on.ca

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Centre for Financial Services Education
Accounting Stream

With optional advanced studies in Professional Accounting or Professional Financial Planning

Program Code: B107
St. James Campus
3 years (6 semesters of study, 3 co-op work terms)

Starting: September, January, May (Pending Ministry Approval)
Certification: Diploma

Apply to OCAS

Our Program

The Centre's three-year accounting program prepares students to become analytical, flexible, and motivated professionals who will thrive in their accounting careers.

The program has been developed to provide students with a well-rounded education and a solid grounding in the fundamentals of accounting.

- For those students wishing to pursue a career as a professional accountant, the Centre, working closely with the CGA Association of Ontario, has developed additional professional accounting electives that provide students with the maximum possible number of credits toward the CGA designation in the minimum amount of time. This sets students well on their way to earning the highly respected CGA designation. Students wishing to pursue a university degree receive the added benefit of advanced standing at many universities across Canada and the United States.
- To those students wishing to supplement their accounting studies with studies in financial planning, may take additional financial planning electives. This package of electives provides all of the technical material necessary to prepare graduates to write the Financial Planners Standards' Council's Professional Proficiency Exam (PPE), and the financial planning licensing exam currently under development by the Canadian Securities Administrators. The Centre is currently working with the Financial Planners Standards Council (FPSC) to obtain FPSC accreditation of our program so that students can sit the PPE, leading to the CFP™ designation, immediately upon graduation.
- **Co-Op Option.** Students choosing the co-op option receive many added benefits. They have an opportunity to apply the knowledge they have gained in the classroom to real-life business situations. In addition, students in the co-op option get a head start in estabishing working relationships with potential employers. In fact, many students go on to full-time employment with their co-op employer.

Your Career

The unique combination of skills and credentials that you will obtain can lead to a wide range of excellent career opportunities.

- These include financial accounting, financial analysis, and management accounting.
- Accountants are also widely sought out for many different management positions across a wide range of industries.
- Many accountants choose to supplement their excellent credentials with other specializations. Students may choose to take a number of financial planning courses to obtain a professional financial planning designation.
- Examples of positions that graduates can expect to obtain upon graduation: corporate accountant, assistant controller, internal auditor, accounting manager, or financial consultant. With industry experience, many graduates go on to senior management positions such as corporate controller, VP Finance or tax specialist. You may also choose to become a self-employed accounting practitioner or consultant.

REQUIRED FOUNDATION CREDITS (12 credits)

COMP1082	Computer Skills and Applications (non-credit)
BUS1034	How to Be a Successful Student (½ credit)
ACCT1031	Introduction to Spreadsheet Concepts and Design
STAT1010	Quantitative Methods I
COMM1007	College English
COMM1034	Professional Communications
ACCT3012	Introduction to Database Concepts and Design
MATH1021	Mathematics of Finance
FIN1011	Fundamentals of Financial Planning
ACCT1001	Introduction to Accounting I
BUS1024	Introduction to Business
MARK1001	Marketing
MGMT1021	Multi-Disciplinary Strategic Management Project
BUS1037	Career Planning and Development (½ credit)

PROGRAM SPECIALIZATION CREDITS (14 credits)

LAW2003	Commercial Law
ACCT1012	Introduction to Accounting II (2 credits)
ACCT2001	Financial Accounting I (2 credits)
ACCT 2011	Management Accounting I
ACCT2014	Management Accounting II
ACCT2004	Financial Accounting II
ACCT3014	Financial Accounting III
ACCT3006	Finance I
ACCT2012	Accounting Information Systems I
ACCT2013	Accounting Information Systems II
ACCT2026	Taxation I
ACCT2007	Auditing

Students may also wish to choose some of the following additional electives:

- Mutual fund accounting
- Forensic accounting
- Business valuations
- Activity based costing
- Advanced accounting I and II

Your Future Study Options

Accounting graduates may obtain advanced standing in the CGA program, and with the following universities: Atkinson College at York University, Ryerson Polytechnic University, Athabasca University, University of Windsor, University of Calgary, and Northwood University in Michigan, U.S.A.

Diploma Requirements

In order to graduate, students require a minimum of 36 credits . Students in the co-op option are also required to complete three successful work terms. Each student must complete 12 foundation credits and 6 general education credits. The student selects the remaining courses, with the assistance of an academic advisor.

Admission requirements: Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics with 60%.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O) with 60%
- any grade 12 mathematics (C), (U), with 60%

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

Applicants may be required to submit a letter of interest, and may be required to attend an interview.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2,173.60. Fees may increase for students starting in September 2001. See page 164 for international student fees.

Additional costs: Students who choose the co-op option are required to pay a co-op administration fee per work term.

GENERAL EDUCATION CREDITS (6 credits)

GNED1031	Microeconomics
GNED1032	Macroeconomics

Plus two half-credit electives selected from the following options:

- Problem Solving and Analytical Thinking
- Organizational Behaviour
- Proposal Writing and Presentation Skills
- Research Techniques
- Leadership Skills Development
- Team Building

Plus 3 additional general education credits, selected by the student.

OPTIONAL – ADVANCED ELECTIVES

Professional Accounting

We recommend that students wishing to pursue careers as professional accountants take the following additional courses:

STAT2011	Quantitative Methods II
ACCT3004	Finance II
ACCT3016	Management Accounting III (2 credits)

Plus at least one of:

ACCT3009	Taxation II
ACCT3003	Auditing II
ACCT3017	Accounting Theory (2 credits)

Students who plan to pursue the CGA designation are advised to take at least two of the following courses, recognized by the CGA Association toward the required university credits:

GNED	Canadian society and the contemporary world
GNED	Change, society and technology
GNED	Humanistic issues in commercial practice
GNED	Organization and leadership

The Professional Accounting Option provides students with the courses required to attain Level 4 (Advanced) standing as students of the Certified General Accountant (CGA) program, making students well positioned to obtain their CGA designation as quickly as possible after graduation.

Financial Planning

Students wishing to supplement their accounting education with financial planning are recommended to take the following additional courses, which will qualify them to sit the FPSC's PPE and the licensing exam currently under development by the CSA:

LAW1011	Business and Family Law
FIN2004	Retirement and Estate Planning
FIN2023	Risk Management, Insurance and Estate Planning
FIN2007	Investment Planning
FIN2005	Income Tax Planning
FIN2008	Advanced Financial Planning Practice and Ethics

Specific courses and code numbers are subject to change.

For more information contact Accounting Co-ordinators Marie Madill-Payne or John Varga at (416) 415-2160

E-mail: mmadillp@gbrownc.on.ca or jvarga@gbrownc.on.ca

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Centre for Financial Services Education
Financial Services Management Stream

Program Code: B142
St. James Campus
3 years (6 semesters of study, 3 co-op work terms)

Starting: September, January, May (Pending Ministry approval)
Certification: Diploma

Apply to OCAS

Our Program

Financial institutions represent one of the largest employer segments in Toronto today, a trend that will only grow in the years to come. With this in mind, the Centre has devoted a program to financial institution management studies.

In this program, students obtain the knowledge and skills necessary to pursue careers as financial service officers, retail bank managers, or other managerial positions. By supplementing their studies with other courses from within the School of Business, students can also pursue careers in marketing, human resources, estate and trust administration or financial planning.

George Brown is currently working on arrangements to offer industry-specific courses in conjunction with the Institute of Canadian Bankers, a nationally recognized educational institution in the financial services industry. These courses, in conjunction with the solid grounding that you will receive as part of the core credits at the Centre for Financial Services Education, make graduates from this program the most sought after in the industry.

Students choosing the co-op option receive many added benefits. They have an opportunity to apply the knowledge they have gained in the classroom to real-life business situations. In addition, students in the co-op option get a head start in establishing working relationships with potential employers. In fact, many students go on to full-time employment with their co-op employer.

Diploma Requirements

In order to graduate students require a minimum of 36 credits. Co-op students must also complete three successful work terms. Each student must complete 12 Foundation credits and 6 General Education credits. The student selects the remaining courses, with the assistance of an academic advisor.

Admission requirements: Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics with 60%.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O) with 60%
- any grade 12 mathematics (C), (U), with 60%

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above

REQUIRED FOUNDATION CREDITS (12 credits)

COMP1082	Computer Skills and Applications (non-credit)
BUS1034	How to Be a Successful Student (1/2 credit)
ACCT1031	Introduction to Spreadsheet Concepts and Design
STAT1010	Quantitative Methods I
COMM1007	College English
COMM1034	Professional Communications
ACCT3012	Introduction to Database Concepts and Design
MATH1021	Mathematics of Finance
FIN1011	Fundamentals of Financial Planning
ACCT1001	Introduction to Accounting I
BUS1024	Introduction to Business
MARK1001	Marketing
MGMT1021	Multi-disciplinary Strategic Management Project
BUS1037	Career Planning and Development (1/2 credit)

PROGRAM SPECIALIZATION CREDITS (10 credits)

FIN1003	Financial Systems in Canada
FIN2031	Financial Products and Services
FIN2032	Bank Systems and Practices
FIN2033	Introduction to Bank Financial Management
FIN2034	Investment Funds in Canada
FIN2035	Consumer Behaviour and Financial Needs
LAW1011	Business and Family Law
FIN2003	Money Management and Application Software
MARK2028	Marketing Financial Services
MARK2027	Sales Training and Client Management

GENERAL EDUCATION CREDITS (6 credits)

GNED1031	Microeconomics
GNED1032	Macroeconomics

Plus two half-credit electives selected from the following options:

- Problem Solving and Analytical Thinking
- Organizational Behaviour
- Proposal Writing and Presentation Skills Development
- Research Techniques
- Leadership Skills Development
- Team Building

Plus three additional general education credits, selected by the student.

Course exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

Applicants may be required to submit a letter of interest, and may be required to attend an interview.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Fees

To be announced. See page 164 for international student fees.

OPTIONAL – ADVANCED ELECTIVES

Financial Planning Electives (5 credits)

We recommend that students interested in pursuing a financial planning career within a financial institution take the following additional courses, which will prepare them for the Canadian Securities Association's financial planning certification exam and the FPSC's PPE.

FIN2004	Retirement and Estate Planning
FIN2023	Risk Management, Insurance and Estate Planning
FIN2007	Investment Planning
FIN2005	Income Tax Planning
FIN2008	Advanced Financial Planning Practice and Ethics

Human Resources Management Electives (5 credits)

We recommend that students interested in pursuing a career in the human resources side of financial services take the following additional courses. These electives all count toward the CPE exam for CHRP.

HRM1001	Human Resources Administration
LAW1006	Employment Law
BUS1045	Organizational Behaviour
HRM2001	Compensation
HRM2002	Training and Development

Marketing Electives (5 credits)

We recommend that students interested in a career in marketing financial services take the following additional courses:

MARK1024	E-Business Concepts
COMP1110	Computer Applications for Marketing
COMP1111	Data Analysis for Decision Making
MARK1025	Business Ethics and Law
MARK1026	Principles of Services Marketing and Customer Relationship Management Strategies

Estate and Trust Services Electives (6 credits)

Students interested in the administration side of financial services will significantly increase their knowledge and enhance their value to employers by focusing on estate and trust services, and taking the following additional courses:

FIN2036	Introduction to Estate Administration
FIN2005	Income Tax Planning
FIN2037	Estate Asset Management
FIN2023	Risk Management, Insurance and Estate Planning
FIN2038	Advanced Trust Law
FIN2039	Trust Services in Canada: An Overview

For more information contact Cary List, Director, Centre for Financial Services Education at (416) 415-4278 between 9 a.m. and 4 p.m.

E-mail: clist@gbrownc.on.ca

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

MARKETING IN THE NEW ECONOMY

NEW

Post-diploma programs

Marketing in the New Economy is a group of the most current post-diploma marketing programs available in the college system.

The programs are designed to produce market-savvy, customer-oriented, technically-adept, job-ready graduates for leading companies in the new economy. Students who thrive in fast-paced, constantly-changing environments and who get a real kick out of solving problems will be attracted to these programs.

The programs are each 12 months long, consisting of two semesters of in-class study and a four-month co-op term that integrates classroom learning with real-world experience. There is a set of common courses followed by specialization in one of four areas:

- **Database Marketing:** This is one of the fastest-growing areas of marketing today. There is a high demand for skilled people.
- **Sport & Event Marketing:** Prepares you for a job in the increasingly sophisticated area of marketing products through sports and events, as well as marketing the sports and events themselves.
- **Financial Services Marketing:** The financial services sector is downtown Toronto's largest employer segment and requires large numbers of specially-trained marketers in its increasingly competitive environment. (Specialty courses are also available from the Centre for Financial Services Education within the School of Business.)
- **Business Intelligence/Marketing Analysis:** Provides you with the research and analytical skills required by successful companies to understand their competitors, their markets and their opportunities.

The programs were designed by industry experts to make use of actual case studies, integrated projects and up-to-date technology so as to challenge students with real-life learning. On-going industry partnerships keep the programs current and provide opportunities for co-op placements and high-quality jobs.

Database Marketing (Post-diploma)

NEW

Program Code: B405
St. James Campus
12 months – 2 semesters of in-class study, 1 co-op term

Starting: September, January, May (Pending Ministry approval)
Certification: Certificate

Apply to OCAS

Our Program

Database marketing is one of the fastest growing and most exciting areas of marketing today – and is an essential part of the marketing program of every organization.

In this program, students learn how to:

- Develop and implement effective database marketing strategies that fit into a company's overall marketing goals.
- Apply the latest customer relationship management strategies and technology in order to understand the customer better.
- Use data mining tools and techniques to extract essential marketing information.

Your Career

Graduates obtain a variety of marketing positions when they graduate, such as database marketing coordinator, database marketing analyst and direct mail coordinator.

Admission Requirements

- A college diploma, university degree, or extensive business experience.
- Applicants will be required to submit a résumé and complete a questionnaire in order to determine suitability for the program.

Certificate Requirements

In order to graduate from this program, students require a total of 16 credits and 1 successful co-op term. Each student must complete 6 required credits. The student selects the remaining courses, with the assistance of an academic advisor. A minimum of five credits must be earned in the program area one wants to specialize in.

Fees

To be announced. See page 164 for international student fees.

Additional costs: students are required to pay a co-op administration fee per work term.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

REQUIRED COURSES (6)

MARK1027	Marketing Management
CDMM1101	Business Communications
CDMP1110	Computer Applications for Marketing
ACCT1040	Financial Analysis for Marketers
MARK1024	E-Business Concepts
CDMP1111	Data Analysis for Decision Making

PROGRAM SPECIALIZATION COURSES

MARK2037	Database Marketing Strategies I
MARK2038	Database Marketing Strategies II
MARK2039	Data Mining Tools and Techniques
MARK2040	Database Marketing Project I
MARK2041	Database Marketing Project II
MARK2042	Advanced Computer Applications for Database Marketing
MARK2043	Customer Relationship Management Strategies and Techniques

OTHER RELATED COURSES

CDMP2093	Marketing on the Web I
CDMP2094	Marketing on the Web II
MARK2050	Personal Selling Techniques
MARK1025	Business Ethics and Law

Note: Minimum of ten elective credits required, consisting of five credits from specialization courses, and five from either specialization or related courses.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Sport and Event Marketing (Post-diploma)

Program Code: B400
St. James Campus
12 months (2 semesters of in-class study, 1 co-op term)

Starting: September, January, May (Pending Ministry approval)
Certification: Certificate

Apply to OCAS

Our Program

The Sport and Event Marketing program is unique in Canada. This program will prepare you for the dynamic world of marketing sports and events, marketing products through sport and events, and building partnerships with sponsors.

In this program, students learn how to:

- Apply an integrated marketing approach to the sport and event industry.
- Plan and execute events.
- Produce and market a sport and/or special event broadcast.
- License and merchandise sports products.

Your Career

Graduates obtain a variety of marketing positions such as account executive or event and promotions coordinator for an event marketing agency, sporting goods manufacturer, retailer and working for a retailer, professional and/or amateur team or association, or commercial sports facility.

Admission Requirements

- A college diploma, university degree, or extensive business experience.
- Applicants will be required to submit a résumé and to complete a questionnaire in order to determine suitability for the program.

Certificate Requirements

In order to graduate from this program, students require a total of 16 credits and 1 successful co-op term. Each student must complete 6 required credits. The student selects the remaining courses, with the assistance of an academic advisor. A minimum of five credits must be earned in the program area one wants to specialize in.

Fees

Total annual fees last year for this program were $2,495.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Additional costs: students are required to pay a co-op administration fee per work term.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

REQUIRED COURSES (6)

MARK1027	Marketing Management
CDMM1101	Business Communications
CDMP1110	Computer Applications for Marketing
ACCT4000	Financial Analysis for Marketers
MARK1024	E-Business Concepts
CDMP1111	Data Analysis for Decision Making

PROGRAM SPECIALIZATION COURSES

SPMK4001	Sport and Event Marketing Management I
SPMK4004	Sport and Event Marketing Management II
SPMK4011	Fundraising
SPMK4002	Event Planning and Management I
SPMK4007	Event Planning and Management II
SPMK4005	Media Applications
SPMK4006	Licensing and Merchandising Sport Products
SPMK4012	Marketing Research for Event Marketing
SPMK4013	Advertising and Promotion for Event Marketing

OTHER RELATED COURSES

CDMP2093	Marketing on the Web I
CDMP2094	Marketing on the Web II
MARK2050	Personal Selling Techniques
MARK1025	Business Ethics and Law

Note: Minimum of ten elective credits required – consisting of five credits from specialization courses and five from either specialization or related courses.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Financial Services Marketing (Post-diploma)

NEW

Program Code: B406
St. James Campus
12 months (2 semesters of in-class study, 1 co-op term)

Starting: September, January, May (Pending Ministry approval)
Certification: Certificate

Apply to OCAS

Our Program

This program prepares students for a variety of marketing roles in the rapidly growing financial services sector.

In this program, students learn how to:

- Apply marketing concepts and principles to the financial services sector in Canada.
- Design effective marketing programs for the wide array of financial products and services available in Canada today.
- Apply customer relationship management strategies in order to create lasting and profitable customer relationships.

Your Career

Graduates obtain a variety of marketing positions in the financial services sector, such as marketing coordinator, marketing analyst, research and sales analyst, promotional assistant, or advertising coordinator.

Admission Requirements

- A college diploma or university degree, or extensive business experience
- Applicants will be required to submit a résumé and complete a questionnaire in order to determine suitability for the program.

Certificate Requirements

In order to graduate from this program, students require a total of 16 credits and 1 successful co-op term. Each student must complete 6 required credits. The student selects the remaining courses, with the assistance of an academic advisor. In order to specialize in a program area, a minimum of five credits must be in that area.

Fees

To be announced. See page 164 for international student fees.

Additional costs: Students are required to pay a co-op administration fee per work term.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

REQUIRED COURSES (6)

MARK1027	Marketing Management
COMM1011	Business Communications
COMP1110	Computer Applications for Marketing
ACCT1040	Financial Analysis for Marketers
MARK1024	E-Business Concepts
COMP1111	Data Analysis for Decision Making

PROGRAM SPECIALIZATION COURSES

MARK1026	Principles of Services Marketing and Customer Relationship Management Strategies
MARK1028	Personal Selling for Financial Products and Services
FIN1011	Fundamentals of Financial Planning
FIN1012	Financial Systems in Canada
MARK1029	Financial Products and Services I
MARK2030	Financial Products and Services II
MARK1031	Consumer Behaviour and Financial Needs
MARK1032	Comprehensive Strategic Management Project – with Centre for Financial Education

OTHER RELATED COURSES

COMP2093	Marketing on the Web I
COMP2094	Marketing on the Web II
MARK2050	Personal Selling Techniques
MARK1025	Business Ethics and Law

Note: Minimum of ten elective credits required – consisting of five credits from specialization courses and five from either specialization or related courses.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Business Intelligence/Marketing Analysis (Post-diploma)

NEW

Program Code: B404
St. James Campus
12 months (2 semesters of in-class study, 1 co-op term)

Starting: September, January, May (Pending Ministry approval)
Certification: Certificate

Apply to OCAS

Our Program

The key to success in today's changing economy is understanding your market, your competitors and your customers. More than ever before, companies need actionable information in order to make the right business decisions.

In this program, students learn how to:

- Gather, analyse and interpret marketing data in order to make strategic business recommendations.
- Develop and implement an effective business intelligence strategy.
- Develop and implement effective marketing information systems.
- Develop and apply ways of measuring customer satisfaction.
- Use current research technology to analyse research findings and develop active recommendations that meet an organization's objectives.

Your Career

Graduates obtain a variety of marketing positions, such as marketing analyst, research and sales analyst or business intelligence coordinator.

Admission Requirements

- A college diploma or university degree, or extensive business experience.
- Applicants will be required to submit a résumé and complete a questionnaire in order to determine suitability for the program.

Certificate Requirements

In order to graduate from this program, students require a total of 16 credits and 1 successful co-op term. Each student must complete 6 required credits. The student selects the remaining courses, with the assistance of an academic advisor. A minimum of five credits must be earned in the program area one wants to specialize in.

Fees

To be announced. See page 164 for international student fees.

Additional Costs: Students are required to pay a co-op administration fee per work term.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

REQUIRED COURSES (6)

MARK1027	Marketing Management
COMM1101	Business Communications
COMP1110	Computer Applications for Marketing
ACCT1040	Financial Analysis for Marketers
MARK1024	E-Business Concepts
COMP1111	Data Analysis for Decision Making

PROGRAM SPECIALIZATION COURSES

MARK2044	Marketing Research Principles
MARK2045	Research Project Management and Research Communications
MARK2046	Customer Satisfaction Measurement – Comprehensive Project
MARK2047	Qualitative Design and Analysis
MARK2048	Quantitative Design and Analysis
MARK1033	Competitive Intelligence/Secondary Research
MARK1034	New Research Technology
MARK1032	Statistics for Research

OTHER RELATED COURSES

COMP2093	Marketing on the Web I
COMP2094	Marketing on the Web II
MARK2050	Personal Selling Techniques
MARK1025	Business Ethics and Law

Note: Minimum of ten elective credits required – consisting of five credits from specialization courses and five from either specialization or related courses.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

BUSINESS ADMINISTRATION PROGRAMS NEW

Business education should be tailored to the needs of the individual student; it should provide not just hard skills for a specific job but an approach to learning that prepares students to adapt to the rapidly-changing workplace; and it should be current and relevant.

The new Business Administration Group has a three-year Business Administration program providing a solid grounding in business fundamentals with the ability to major in Marketing, Human Resources or Management Studies. For university or college graduates of non-business programs, the Post-Diploma Business Management Certificate enhances employability by adding business skills to your previous training. And the Business Vocational Certificate program is specially designed for students interested in a one-year program to prepare them for employment or for entrance to the three-year Business Administration program.

Graduates of our programs are working in every area of business, from managing their own successful small businesses to careers in Fortune 500 firms.

- Over 85% of the Business Administration Group graduates are successfully employed.
- Project-based learning and cooperative education options develop practical on-the-job skills.
- Course-based curriculum and registration provides students with incredible choice in customizing their own education.
- Programs and courses are updated continuously to make sure thay are current and relevant.
- Faculty are experts who stay abreast of developments in their fields.
- Many courses are recognized by universities and professional associations. Advanced standing into degree programs may be granted to eligible graduates by Athabasca University, Northwood University, and Ryerson Polytechnic University.
- Each year, a number of scholarships, bursaries and academic awards are granted to students on the basis of academic excellence, extracurricular activities, and financial need.

Business Administration – Marketing

Program Code: B108
St. James Campus
3 years (6 semesters of study, 3 optional co-op work terms)

Starting: September, January, May (Pending Ministry approval)
Certification: Diploma

Apply to OCAS

Our Program

The Marketing program at George Brown College prepares students for the jobs of today – and tomorrow.

The program makes extensive use of real-life case studies, integrated projects, and up-to-date technology in order to give students the skills that employers are looking for. As well, students who choose the co-op option spend three work-terms on the job – applying the theory that they learned in class to real-life situations.

Students will learn how to:

- design, conduct and analyze market research.
- develop a marketing plan to meet an organization's objectives.
- design a promotional mix – including on-line promotions – targeted towards an identified market.
- formulate pricing strategies.
- plan and deliver an effective sales presentation.
- determine strategies for developing and launching a new product or service.
- develop an Internet marketing plan for a company.

Your Career

Graduates obtain a variety of marketing positions when they graduate, such as marketing coordinator, marketing analyst, research and sales analyst, promotional assistant, or advertising co-ordinator.

Diploma Requirements

In order to graduate from the co-op program, students require a total of 36 credits and 3 successful work terms. Each student must complete 12 Foundation credits and 6 General Education credits. The student selects the remaining courses with the assistance of an academic advisor.

Students may elect a non-co-op program in which case they can "fast-track" by omitting the three co-op terms.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O)
- any grade 12 mathematics (C), (U)

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

REQUIRED FOUNDATION CREDITS (12)

COMM1007	College English
COMM1034	Professional Communications
MATH1008	Mathematics for Business & Management
MATH1015	Mathematics of Merchandising
STAT1010	Quantitative Methods I
COMP1082	Computer Skills and Applications
COMP1010	Business Computer Applications
BUS1038	Business Concepts I
MARK1020	Principles of Marketing I
ACCT1036	Principles of Accounting
BUS1034	Strategies for Student Success – 1/2 credit
BUS1037	Career Planning and Development – 1/2 credit
BUS1040	Project Management

SPECIALIZATION CREDITS (18)

Mandatory Specialization Courses

MARK2049	Principles of Marketing II
MARK 1003	Advertising
MARK 2007	Marketing Research I
MARK 2009	New Product Planning
MARK 2033	Database Marketing

Elective Specialization Courses (at least 5)

MARK 3007	Services Marketing
MARK3016	Marketing for the Not-for-Profit Sector
MARK2010	Statistics II for Marketing
MARK3017	Strategic Marketing Management
MARK3018	Marketing on the Web
MARK3019	Sales Promotion/Publicity
MARK3020	Retail Management
MARK3021	Sales Management
MARK3022	Customer Relationship Management
MARK3023	Integrated Marketing Communications – Comprehensive Project
MARK3024	Direct Response Marketing
MARK3025	Marketing Research II
MARK 2020	International Marketing I

Related Business Courses

COMP1112	Web-site Design I
COMP1113	Principles of E-business I
BUS1041	Small Business Management
BUS1042	Effective Persuasion
BUS1043	Business Ethics
BUS1044	Business Law
ACCT1011	Accounting for Decision Making
COMP1114	Principles of E-business II
COMP1115	Business Computer Applications II
COMP1116	Web-site Design II
ACCT2031	Managerial Accounting
BUS1045	Understanding the Customer

Choose 13 from elective specialization (at least 5) and related business courses.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2234.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Additional Costs: students who choose the co-op option are required to pay a co-op administration fee per work term.

GENERAL EDUCATION CREDITS (6)

GNED1003	General Education Foundations
GNED 1034	Introduction to Economics
PSY1045	Organizational Behaviour

Plus three additional general education credits, selected by the student.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Business Administration – Human Resources

Program Code: B144
St. James Campus
3 years (6 semesters of study, 3 optional co-op work terms)

Starting: September, January, May (Pending Ministry approval)
Certification: Diploma

Apply to OCAS

Our Program

The Human Resources program at George Brown College prepares students for the jobs of today – and tomorrow.

You will gain a solid foundation for your career in human resources management enabling you to handle the challenges of recruiting, training and maintaining a productive workforce. You will learn about administration, economics, organizational behaviour, labour, planning, diversity, health and safety, recruitment, selection and training.

Students who achieve the required grades in specific courses (as indicated on the course list) designated by the Human Resources Professional Association of Ontario (HRPAO) are immediately eligible to write the Comprehensive Provincial Examination (CPE) as the first step in gaining the professional designation of a Certified Human Resources Professional (CHRP).

Your participation in the HRPAO and external conferences will provide you with excellent opportunities for networking and co-op opportunities.

Your Career

As a graduate, you may begin working in any of the following areas: recruitment, compensation and benefits, safety, human resources information systems, and human resources general management, in a wide variety of organizations. These positions in human resources can lead to a management position or your own consulting business.

Diploma Requirements

In order to graduate from the co-op program, students require a total of 36 credits and 3 successful work terms. Each student must complete 12 Foundation credits and 6 General Education credits. The student selects the remaining courses, with the assistance of an academic advisor.

Students may elect a non co-op program in which case students can "fast-track" by omitting the three co-op terms and can complete a three year diploma in two years.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O)
- any grade 12 mathematics (C), (U)

or Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

REQUIRED FOUNDATION CREDITS (12)

COMM1007	College English
COMM1034	Professional Communications
MATH1008	Mathematics for Business and Management
MATH1015	Mathematics of Merchandising
STAT 1010	Quantitative Methods I
COMP1082	Computer Skills and Applications
COMP1010	Business Computer Applications
BUS1038	Business Concepts I
MARK1020	Principles of Marketing I
ACCT1036	Principles of Accounting
BUS1034	Strategies for Student Success (1/2 credit)
BUS1037	Career Planning and Development (1/2 credit)
BUS1040	Project Management

SPECIALIZATION CREDITS (18)

Mandatory Specialization Courses

GNED1086	Labour Economics*
HRM1001	Human Resources Administration*
HRM2021	Compensation**
HRM2002	Training and Development**
HRM2007	Collective Agreements**
HSAF1001	Workplace Health and Safety**
LAW1006	Employment and Human Rights Law**

Elective Specialization Courses (at least 3)

HRM2003	Recruitment and Selection**
HRM2004	Human Resources Information Systems
HRM2005	Human Resources Planning
HRM2006	Ethics and Managing Change
HRM2008	Diversity Issues**
HRM2019	Ergonomics
HRM2020	Alternative Dispute Resolution
HRM3002	Organizational Development
HRM3003	Pensions and Benefits
HRM3004	Settlements and Trade Disputes
ACCT1011	Accounting for Decision Making*

Related Business Courses

COMP1112	Web-site Design I
COMP1113	Principles of E-business I
BUS1041	Small Business Management
BUS1042	Effective Persuasion
BUS1043	Business Ethics
BUS1044	Business Law
COMP1113	Principles of E-business II
COMP1114	Business Computer Applications II
COMP1115	Web-site Design II
ACCT2031	Managerial Accounting
BUS1045	Understanding the Customer

Choose 11 from elective specialization (at least 3) and related business courses.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred.

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2234.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Additional Costs: students who choose the co-op option are required to pay a co-op administration fee per co-op term.

GENERAL EDUCATION CREDITS (6)

GNED1003	General Education Foundations
GNED1034	Introduction to Economics
PSY1045	Organizational Behaviour*

Plus three additional general education credits, selected by the student.

*needed for CPE exam for CHRP Tier 1

**needed from CPE exam for CHRP Tier 11

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, contact Suzanne Kavanagh, Human Resources Co-ordinator, at (416) 415-2160.

E-mail: skavanag@gbrownc.on.ca

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Business Administration – Management Studies

Program Code: B145
St. James Campus
3 years (6 semesters of study, 3 optional co-op work terms)

Starting: September, January, May (Pending Ministry approval)
Certification: Diploma

Our Program

The Management Studies program at George Brown College prepares students for the jobs of today – and tomorrow.

This program will interest students who wish to develop a broad skill and knowledge base in a variety of business disciplines. If your goals include business management, self-employment or business ownership then this program is for you. You will develop as a business generalist, gaining maximum flexibility for your career choices.

You will gain an understanding of management techniques, purchasing, finance and personnel management. Assignments will reflect activities of the business world.

The courses available allow you to tailor your studies to focus on specific areas of interest or to choose from a broad selection.

Your Career

As a graduate, you'll be fully prepared for a rewarding career in areas such as general administration, public administration and small business or franchise management. The general nature of this program gives you a great deal of flexibility in your future career.

Diploma Requirements

In order to graduate from the co-op program, students require a total of 36 credits and 3 successful work terms. Each student must complete 12 Foundation credits and 6 General Education credits. The student selects the remaining courses with the assistance of an academic advisor.

Students may elect a non-co-op program in which case students can "fast-track" by omitting the three co-op terms.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O)
- any grade 12 mathematics (C), (U)

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

REQUIRED FOUNDATION CREDITS (12)

COMM1007	College English
COMM1034	Professional Communications
MATH1008	Mathematics for Business and Management
MATH1015	Mathematics of Merchandising
STAT 1010	Quantitative Methods I
COMP1082	Computer Skills and Applications
COMP1010	Business Computer Applications
BUS1038	Business Concepts I
MARK 1020	Principles of Marketing I
ACCT 1036	Principles of Accounting
BUS1034	Strategies for Student Success (1/2 credit)
BUS1037	Career Planning and Development (1/2 credit)
BUS1040	Project Management

PROGRAM CREDITS (18) – minimum of 18 required: 10 specialized (incl. 5 mandatory) and 8 elective credits (chosen from specialized or general credits)

SPECIALIZATION CREDITS (18)

Mandatory Specialization Courses

MGMT1016	Contemporary Management I
BUS1046	Logistics Management
MGMT1020	Management Decision-Making
MGMT3005	Supervisory Practices
HRM2006	Ethics and Managing Change

Elective Specialization Courses (at least 5)

MGMT1016	Contemporary Management II
MGMT2023	Payroll Management
MGMT1017	Purchasing Practices
MGMT1018	International Business
MGMT3003	Performance Management
MARK1002	Professional Selling
MGMT3004	Supply Chain Management
HRM2019	Ergonomics
MARK3016	Marketing for the Not-for-Profit Sector
MARK3020	Retail Management
MARK3018	Marketing on the Web
HSAF1001	Workplace Health and Safety

Related Business Courses

COMP1112	Web-site Design I
COMP1113	Principles of E-business I
BUS1041	Small Business Management
BUS1042	Effective Persuasion
BUS1043	Business Ethics
BUS1044	Business Law
ACCT1011	Accounting for Decision Making
COMP1114	Principles of E-business II
COMP1115	Business Computer Applications II
COMP1116	Web Site Design II
ACCT2031	Managerial Accounting
BUS1045	Understanding the Customer

Choose 13 from elective specialization (at least 5).

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred.

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2234.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Additional costs: Students who choose the co-op option are required to pay a co-op administration fee per work term.

GENERAL EDUCATION CREDITS (6)

GNED1003	General Education Foundations
GNED 1034	Introduction to Economics
BUS1045	Organizational Behaviour

Plus three additional general education credits, selected by the student.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Business Vocational

NEW

Program Code: B146
St. James Campus
1 year – two semesters

Starting: September, January, May
Certification: Certificate

Our Program

The Business Vocational Certificate prepares students for employment and for entrance to the Business Administration three-year program.

Your Career

Students who graduate from this program will be the knowledge workers in the new economy. Vocational emphasis will change and shift with the economy, however, the ability to be flexible, use transferable skills, and change according to new directions will be constantly in demand.

Admission Requirements:

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH

- any grade 12 English (C), (U), (O)

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics testing and upgrading offered by George Brown College.

Fees

To be announced. See page 164 for international student fees.

Required Credits

MATH1027	Mathematics Foundation
ENGL1003	English Foundation
COMP1082	E-Course I
BUS1047	Business Essentials
BUS1048	Business Services
BUS1034	Student Success
ACCT1041	Accounting Essentials
MARK1035	Marketing Essentials
COMM1103	Presentation/Communication Skills
BUS1049	Business Essentials II
COMP1118	E-Course II

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Business Management (Post-Diploma)

NEW

FOR NON-BUSINESS STUDENTS

Program Code: B403
St. James Campus
1 Year – two semesters

Starting: September, January
Certification: Certificate

Apply to OCAS

Our Program

This one-year certificate program is aimed at non-business, post-secondary diploma and degree graduates. It is intended to enhance employability by developing general skills in management, marketing, accounting, information processing, people management, business uses of the Internet, as well as other business-related areas. Extensive use of case studies provides the opportunity to apply classroom theory to real-world situations. Guest lecturers present actual case studies to reinforce these applications.

Your Career

Graduates of this program may enter into supervisory positions in small businesses, community agencies, volunteer organizations, or create self-employment opportunities as small business owners or operators, small business managers or partners, franchise operators, or other entrepreneurial activities.

Admission Requirements

Applicants must be graduates of a college or university program in a non-business field.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a college orientation session).

Fees

Total annual fees last year for this program were $2,435.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

REQUIRED CREDITS

Semester 1

ACCT4004	Principles of Accounting
BUS3002	Faculty Directed Research I
BUS4015	Business Planning and Operations
COMP4005	Information Systems
GSSC1002	Business Law and Ethics
HRM4002	Human Resources
MARK4003	Principles of Marketing

Semester 1

BUS3003	Faculty Directed Research II
BUS4016	E-Commerce Applications
BUS4017	Project Management
BUS4018	Business Strategies
FIN4002	Finance
MARK4004	Promotion and Presentation Strategies
MGMT4009	Operations Management

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Office Administration – Medical

Program Code: B102
St. James Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Apply to OCAS

Our Program

This two-year medical office program gives you the opportunity to develop the skills, abilities and knowledge needed in today's dynamic medical offices. You will learn practical skills, including word processing, medical terminology, medical transcription, and medical office procedures, combined with important human relations and verbal and written communications skills, which are essential components of a job in this field. In the final semester, you will have the opportunity to practice your new skills and make important contacts during a two-week placement in a health care facility.

Part-Time Study Options

George Brown College also offers evening and weekend courses towards a certificate in Medical Office Assistant/Transcriptionist. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

You find a wide range of employment opportunities open to you in doctors' offices, clinics, pharmaceutical companies, government agencies, and hospitals. Graduates obtain employment as medical receptionists, physicians' secretaries, hospital ward clerks, and medical transcriptionists. With more work experience, you may become a supervisor.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English. Keyboarding is strongly recommended.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH

- any grade 12 English* (C), (U), (O)

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of business (usually completed at a College orientation session). Keyboarding is strongly recommended.

Fees

Total annual fees last year for this program were $2,259.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

BUS1021	Medical Terminology I
MATH1030	Business Mathematics
GNED1003	General Education Foundation
ENGL1013	Essential English Grammar
COMP1089	Business Document Production I
COMP1082	Computer Skills and Applications

Semester 2

COMM1007	College English
OP1001	Medical Office Practice I
BUS1018	Machine Transcription
BUS2009	Medical Terminology II
ELECT	Elective
COMP1040	Word Processing

Semester 3

BUS2010	Medical Terminology III
RECM1008	Records Management
COMP1045	Medical Machine Transcription I
OP2007	Medical Office Practice II
ELECT	Elective
COMM1034	Professional Communications I

Semester 4

COMP2036	Medical Machine Transcription II
OP2008	Medical Office Practice III
COMM1035	Professional Communications II
GNED1043	Living with Dying
ACCT1014	Introductory Accounting
COMP1007	Spreadsheet Applications

For more information, call the School of Business at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Fashion Technology and Design (Creative Fashion)

Program Code: F100
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Our Program

This program provides students with a thorough foundation in the skills needed to design and produce a variety of garments. The program simulates as closely as possible the fashion industry's standards, practices and facilities. Students learn basic sewing and garment assembly skills and then progress to pattern making, pattern grading, garment construction and illustration. Elective computer courses give students the opportunity to make markers and draft patterns on computers using leading-edge technology. An annual fashion show highlights individual student designs and marketing ideas. Students are graded on their abilities, creativity and end results. Local and national design competitions and field trips in the industry allow students to pursue their fashion interests. A number of scholarships and awards are presented each year. This program is currently under review and content may change.

Part-Time Study Options

George Brown College also offers evening and weekend courses and a certificate program in fashion design. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates can go on to careers as patternmakers and graders, designers and assistant designers, garment technology computer operators, assistant buyers, stylists, sales staff and store managers. Workplaces range from small specialty shops to large design houses and retail chains. Many graduates are entrepreneurs in their own businesses.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 155).

Qualified applicants will be assessed through faculty interviews and through the quality of the sewing samples they submit sewing test results. A pre-entrance orientation will also be administered.

Applicants must show proof of successful completion of an appropriate sewing course. In the absence of this proof, they may be required to submit samples of their sewing and/or do a sewing test.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

Credits in art, family studies, mathematics, illustration and social sciences are highly recommended.

Your Future Study Options

Students who successfully complete this program with a grade point average of 3.5 or higher may be eligible for admission in fashion design at Ryerson Polytechnic University. Another option for students after graduation is to attend the Fashion Institute of Technology (FIT), in New York, U.S.A.

Fees

Total annual fees last year for this program were $2,496.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

FASH1115	Fundamental Pattern Drafting
FASH1116	Elements of Construction I
FASH1033	Technical Illustration
FASH1107	Fabric Science
COMM1007	College English

Semester 2

FASH1117	Elements of Construction II
FASH1042	Grading Blocks
GNED	General Education Elective
GNED1003	General Education Foundation
FASH1061	Torso Drafting
FASH1014	Colour/Design
COMP1082	Computer Skills and Applications

Semester 3

FASH2038	Advanced Torso Drafting
FASH2039	Elements of Construction III
GNED1021	History of Costume

Choose one of the following electives:

FASH2050	Draping
FASH1001	Computer Grading and Marker Making
FASH2053	Men's Pattern Drafting

Semester 4

FASH2051	Advanced Drafting
FASH2044	Master Pattern Study
FASH2045	Dress Style Development
FASH2046	Coat/Jacket Style Development
GNED	General Education Elective

Choose one of the following electives:

FASH1002	Pattern Drafting System
FASH2050	Draping
FASH2054	Portfolio Development

For more information, call the School of Fashion & Creative Technologies office at (416) 415-4840.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Jewellery Arts

Program Code: F101
Casa Loma Campus
3 years (6 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Our Program

The focus of this program is on technical skills, practical jewellery-making techniques and the development of creative jewellery design skills. Students learn all of the various aspects of jewellery making – sawing, filing, soldering, casting, forging, decorative metal techniques such as inlay, filigree and chasing, as well as the particulars of working with silver, gold and platinum.

Students are encouraged to work to the highest goldsmithing standards as they create jewellery in precious metals and gemstones. Projects are designed to advance technical and design skills, while at the same time permitting individual expression. This program is currently under review and content may change.

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown College also offers evening and weekend courses and a certificate program in jewellery techniques. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

The jewellery industry offers a large field of opportunity with careers in retail, wholesale, and manufacturing; precious metals, gemstones, fashion jewellery and accessories; and also goldsmithing, repair, gemsetting, designing and sales. Many of our graduates establish their own businesses.

Good eyesight (corrected vision is accepted), a high degree of manual dexterity, mechanical inclination, patience, initiative and artistic sense are the qualities necessary for a person to succeed in this field.

Admission Requirements

Ontario Secondary School Diploma (with credits in Grade 11 and 12 at or above general level) or equivalent, or mature student status (see page 155).

Applicants must submit an art portfolio, be interviewed and complete a questionnaire.

Student Selection

Applicants are selected on the basis of an art portfolio review with faculty, an interview and the completion of a questionnaire. General high school art courses or college level visual art studies are recommended.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Your Future Study Options

Students who successfully complete this program may be eligible for exemptions from some credits in the Bachelor of Arts program (jewellery major) at the Nova Scotia College of Art and Design.

Fees

Total annual fees last year for this program were $2,810.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

JEWL1013	Goldsmithing I
JEWL1010	Gemmology I
JEWL1001	Jewellery Rendering and Illustration I
JEWL1017	Metal Finishing I
JEWL1042	Jewellery Design I
JEWL1016	Theory of Goldsmithing I
GNED1003	General Education Foundation

Semester 2

JEWL1012	Gemmology II
JEWL1019	Metal Finishing II
JEWL1043	Jewellery Design II
JEWL1018	Theory of Goldsmithing II
JEWL1004	Enamelling II
JEWL1030	Goldsmithing II
COMP1082	Computer Skills and Applications
GNED	General Education Elective

Semester 3

JEWL2003	Gemmology III
JEWL2001	Jewellery Rendering and Illustration II
JEWL2007	Jewellery Repairs I
JEWL2014	Goldsmithing III
JEWL2019	Jewellery Design III
JEWL2009	Theory of Goldsmithing III
JEWL2006	Gemsetting I
GNED1100	Small Business Plan and Operation

Semester 4

JEWL2005	Gemmology IV
JEWL2002	Jewellery Rendering and Illustration III
JEWL2008	Jewellery Repairs II
JEWL2020	Jewellery Design IV
JEWL2015	Goldsmithing IV
JEWL2010	Theory of Goldsmithing IV
JEWL2011	Gemsetting II
GNED	General Education Elective

Semester 5

JEWL3003	Diamond Grading and Evaluation I
JEWL3033	Jewellery Design V
JEWL3009	Goldsmithing V
JEWL3014	Theory of Goldsmithing V
JEWL3001	Jewellery Rendering and Illustration IV
JEWL3007	Jewellery Repairs III

Semester 6

JEWL3005	Diamond Grading and Evaluation II
JEWL3034	Jewellery Design VI
JEWL3020	Goldsmithing VI
JEWL3015	Theory of Goldsmithing VI
JEWL3008	Jewellery Repairs IV
JEWL3002	Jewellery Rendering and Illustration V
JEWL3023	Professional Practices

For more information, call (416) 415-4462/4463.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Jewellery Repair

Program Code: F109
Casa Loma Campus
1 year (2 semesters)

Starting: September
Certification: Certificate

Apply to OCAS

Our Program

This program emphasizes the skills required to repair and restore jewellery. The jewellery repair craftsperson must be skilled in working with precious and semi-precious metals. Students will learn to saw, file, solder, grind, polish and finish constructed and cast pieces of their making, to the same high standards that were demanded for the original production.

The program is organized so that students progress from simple to more complex repairs as their skills improve with practice. Students will perform industry-standard repairs, such as ring-sizing, re-tipping, replacement of claws and settings, chain soldering, and replacement of various fittings and findings. Students also study gemmology, small business management, computer skills, basic technical drawing, and gemsetting as it relates to repair work.

Note: This program does not include watch repair.

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown College also offers an evening course in jewellery repair. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Jewellery repair specialists are in demand in many retail jewellery operations, large jewellery repair companies and some wholesale establishments. Many graduates start their own businesses.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 155). Good eyesight (corrected vision is acceptable) and good mechanical abilities are essential. Applicants must attend an interview and complete a questionnaire.

Student Selection

Applicants are selected on the basis of an interview and the completion of a questionnaire.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Fees

Total annual fees last year for this program were $2,734.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

JEWL1033	Jewellery Repairs
BUS1025	Small Business Plan and Operation
JEWL1032	Jewellery Repair Theory I
JEWL1038	Technical Drawing
JEWL1034	Introduction to Gemmology I
JEWL1017	Metal Finishing I
JEWL1045	Jewellery Casting

Semester 2

JEWL1035	Jewellery Repairs II
JEWL1036	Jewellery Repair Theory II
JEWL1037	Introduction to Gemmology II
COMP1082	Computer Skills and Applications
GNED	General Education Elective
JEWL1019	Metal Finishing II
JEWL1044	Gemsetting for Repair

For more information, call (416) 415-4462/4463.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

General Arts and Science

Program Code: R101
Casa Loma Campus
2 years (4 semesters)

Starting: September
Certification: Diploma

Apply to OCAS

Our Program

This two-year program focuses on developing advanced skills in research and writing, oral communication, critical thinking and career planning. Students explore both traditional and interdisciplinary approaches to the arts and humanities, science and technology, social sciences, communications, and mathematics. The program combines core courses in both generic skills and general education with a wide range of elective choices.

Part-Time Study Options

George Brown College also offers evening courses and certificate programs in general arts and science as well as in liberal studies. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Most students entering General Arts and Science hope to use the intensive program as a stepping-stone to university or to another post-secondary program, often transferring at the end of the first year.

There is also increasing recognition from prospective employers that excellent communication skills, the ability to learn and to adapt, and a well-rounded general education are as important as specific skill training, if not more so. A General Arts and Science diploma is excellent preparation for careers in business and social services, especially with organizations that train employees.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and Grade 10 mathematics, at or above general level, or equivalent.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection criteria will apply: assessing of academic standing.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Your Future Study Options

Students who maintain a GPA of 2.0 (65%) may be granted advanced standing by other colleges. Students who complete the two-year diploma with a minimum GPA of 3.0 (75%) may receive up to four credits at Toronto's York University. For all other universities, students are advised to check the program and institution requirements.

Fees

Total annual fees last year for this program were $2,184.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

COMM1007	College English
GNED1003	General Education Foundation
LIFE1001	Career Studies I
MATH1034	Mathematics
one of:	
ANAT1022	Human Biology
ENVR1001	Environmental Science I
ELECTIVE	open

Semester 2

COMM1034	Professional Communications I
COMP1082	Computer Skills and Applications
PSY1033	Introductory Psychology
HUMN1005	Philosophy: Search for Meaning
ELECTIVE	Math
ELECTIVE	Science
ELECTIVE	open

Semester 3

LIBA1009	Speaking with Confidence
LIBA1011	Canadian Literature
SOC1022	Sociology
ELECTIVE	open
ELECTIVE	open

Semester 4

COMM2002	Research Project
SSCI1002	Canadian Studies
ELECTIVE	open
ELECTIVE	open
SSCI1010	Contemporary Literary Criticism

For more information, call the Co-ordinator of Arts and Science at (416) 415-2306.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Graphic Design

Program Code: G102
St. James Campus
3 years (6 semesters of study)

Starting: September, January
Certification: Diploma

Apply to OCAS

Our Program

The three-year Graphic Design program at George Brown has a national reputation for excellence. Students are consistently honoured in national design competitions, and graduates are employed in leading studios, agencies and companies throughout the communications and graphics industry.

The overall goal of the program has always been to provide students with the technical expertise and critical thinking skills required to create original and effective visual communications. A recent review conducted in consultation with businesses, the industry, professional associations and students has resulted in significant program improvements to better reflect the reality of contemporary work environments.

- The Graphic Design program has adopted course-based curriculum and registration. While students are required to take a number of mandatory courses, they are able to specialize in a specific area of graphic design such as advertising, illustration or corporate design by selecting from a range of specialty electives. As well, students are able to select from a wide variety of other subjects in design, the arts, business and humanities. Eligible students participate in a field placement program with industry during their final year of study.
- Other curriculum changes have been introduced to enhance the experience of working in teams, to strengthen the development of effective written and oral skills, and to expose students to more real-world projects and situations.
- Innovative teaching techniques have been incorporated to support the delivery of the improved curriculum, and several new professors with outstanding credentials and currency have joined the faculty.
- Computer courses have been realigned and new computer labs have been added to ensure students have access to the latest software and hardware.
- And, of course, George Brown College is still in the very heart of the downtown design community, an urban environment that generates a real creative energy.

The Graphic Design program at George Brown creates a learning environment in which our students achieve the highest standards of excellence in design education.

Your Future Study Options

Graphic Design graduates may obtain advanced standing with Athabasca University and the University of Western Sydney.

Diploma Requirements

In order to graduate from the program, students require a total of 36 credits. Each student must complete 17 foundation credits and 6 general education credits, of which 2 are mandatory and 4 are electives. The student selects the remaining courses from specialization or other related courses, with the assistance of an academic advisor.

REQUIRED FOUNDATION CREDITS (17)

BUS1034	How to be a Successful Student (1/2)
BUS1037	Career Planning and Development (1/2)
GRAF1003	Drawing I
GRAF1038	Drawing II
GRAF1005	Graphic Design I
GRAF1015	Graphic Design II
GRAF2003	Graphic Design III
GRAF1007	Digital Media I
GRAF1017	Digital Media II
GRAF2010	Digital Media III
GRAF2011	Digital Media IV
COMM1007	College English
TYPO1003	Typography I
TYPO1005	Typography II
TYPO2002	Typography III
TYPO2003	Typography IV
GRAF1006	Print Production I
GRAF1016	Print Production II

PROGRAM CREDITS (13) – minimum of 13 required:
8 specialized and 5 elective credits (chosen from specialized or general credits)

SPECIALIZATION CREDITS (at least 8)

GRAF1047	Advertising Design
GRAF1048	Corporate Design
GRAF1049	Design Thesis
GRAF1010	Screen Printing
GRAF1035	Sign Graphics
GRAF1036	Print Media
GRAF1032	Exhibit Design
GRAF1033	Package Design
BIND1006	Bindery Techniques
GRAF1034	Cartooning
MARK1001	Introduction to Marketing
GRAF1050	Editorial Illustration
GRAF1051	Digital Illustration
COMP1104	Field Placement

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics at 60% or better.

A letter of intent explaining the applicant's understanding of Graphic Design and why he/she wants to attend the program at George Brown College must be submitted to the Faculty of Business and Creative Arts prior to scheduling a personal interview, where a portfolio of recent work will be reviewed by faculty.

NEW High School curriculum requirements:

One of: OSSD with courses from the College (C), University (U), University/College (U/C), or Open (O) stream WITH –

- any grade 12 English (C), (U), (O) with 60%
- any grade 12 mathematics with 60% (C), (U),

or

Mature applicant standing (including BTSD-Level IV or G.E.D. certificate) with required courses stated above.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of graphic communications (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics testing and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2,306.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

RELATED GRAPHIC COMMUNICATIONS CREDITS

GRAF1009	Photography
GRAF1011	Calligraphy
GRAF1012	Introduction to Illustration
JEWL1046	Jewellery Studio
GRAF1008	Life Drawing
MGMT1015	Project Management
GRAF1037	Lecture Series
GRAF1023	Production Control
GRAF1025	Research Techniques
GRAF1030	Systems Management
COPY3001	Copywriting

GENERAL EDUCATION CREDITS (6)

GNED	General Foundation (mandatory)
DESN1014	History of Design (mandatory)

Plus four additional general education electives, selected by the student.

Not all courses will be offered every semester – work with your academic advisor to design the best program for you.

Selected School of Business courses will also be offered as electives.

Each student will be assigned to an academic advisor to assist in the planning of a customized Graphic Design education.

For more information, call the School of Graphic Communications office at (416) 415-2160.

For updated information and course descriptions:
Go to www.gbrownc.on.ca, or
call (416) 415-2000 or 1-800-265-2002.

Digital Media (Post-Diploma)

Program Code: G400
St. James Campus
1 year (2 semesters)

Starting: September, January
Certification: Certificate

Apply to OCAS

Our Program

This post-graduate program provides intensive training in new media technologies with an emphasis on e-commerce for the Internet. The curriculum combines theory and practical software training, providing students with the means to design and produce professional projects for the Web. Eligible students participate in an internship program with industry during the final semester of study.

Your Career

Graduates find employment in multimedia studios, design and advertising agencies or corporate design offices as designers and/or producers of web sites. Self-employment is also a possibility for those with an entrepreneurial spirit.

Certificate Requirements

In order to graduate from the program, students require a total of 10 credits.

Admission Requirements

College diploma or university degree or equivalent, or mature student status. All applicants are required to attend a personal interview and portfolio review with program faculty.

Course Exemptions

Many courses within the Graphic Communications programs are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses. In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify students for course exemptions.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of graphic communications (usually completed at a college orientation session).

Grade 12 English (C) or Grade 12 Communication in the World of Business and Technology (O) preferred.

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics testing and upgrading offered by George Brown College.

Fees

Total annual fees last year for this program were $2,331.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

REQUIRED CREDITS (10)

COMP1093	Introduction to Digital Media
COMP1094	Marketing on the Internet
COMP1095	Multimedia Authoring
COMP1096	Web Site Design
COMP1097	Digital Media Lab
COMP1098	Multimedia Authoring Production
COMP1100	Multimedia Authoring Lab
COMP1101	Internet Technologies
COMP1103	Design for the Internet Lab
COMP1104	Field Placement

For more information, call the School of Graphic Communications office at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Visual Arts Fundamentals

Program Code: G106
St James campus
1 year (2 semesters)

Starting: September, January
Certification: Certificate

Apply to OCAS

Our Program

This program offers intensive basic education in the visual arts for students who are interested in a career in the arts. Its curriculum introduces students to visual arts theory and provides training in studio skills, while exploring a variety of art and media in several disciplines. The program allows students to prepare a well-rounded portfolio of visual arts projects and gives them the opportunity to identify a career focus.

Your Career

Through exposure to the many career options in the visual and communication arts, graduates from the program can make more informed career choices and apply to other major programs of study at George Brown or other colleges.

Admission Requirements

Ontario Secondary School Diploma (general level or above) or equivalent, or mature student status.

Student Selection

Credits in art or design recommended. If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge of key areas of graphic communications (usually completed at a college orientation session).

Course Exemptions

Many courses within the Graphic Communications programs are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses. In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify students for course exemptions.

Fees

Total annual fees last year for this program were $2,356.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

ART1019	Foundation Drawing I
ART1020	Foundation Design
ART1021	Foundation Colour
ART1023	Lecture Series I
ART1002	Studio Elective I
COMM1003	College English
and/or	
COMM1007	College English
GNED1003	Foundations: Challenge and Change

Semester 2

ART1024	Foundation Drawing II
DESN1020	Design Process
ART1025	Foundation Materials
GNED1101	History of Art
ART1027	Lecture Series II
ART1026	Studio Elective II
COMP1082	Computer Skills and Applications

For more information, call the School of Graphic Communications office at (416) 415-2160.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Career and Work Counsellor

Program Code: C109
St. James Campus
16 months (4 semesters)

Starting: September, January (plus January fast track option*)
Certification: Diploma

Apply to OCAS

Our Program

People who want to work in the field of career counselling – or people who are already working in a related field but lack the appropriate education – will be interested in this program. The course schedule has been newly revised to allow completion in just 16 months (12 months for fast track entrants). The program runs year round and is delivered in modular fashion in semesters 2, 3 and 4.

People who work in this field must be informed about current educational and occupational trends, make appropriate referrals and utilize vocational assessment tools.

This program exposes students to both individual and group career counselling theory and practice. Through a combination of classroom study and supervised placements, students are prepared to deliver career counselling services that are professional, informed and current. Students learn to advise and counsel others on career planning, career change, career revision and school-to-work transition, sometimes related to injury, illness, inappropriate career choice and job loss. Topics covered include job-search preparation, career management, human rights legislation and diversity.

The career-work focus of this program reflects the rapidly changing field of career counselling, and addresses the special, diverse requirements of the Metro Toronto community and its vicinity.

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown College also offers this program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for a variety of employment settings, from corporate career services to community agencies. They may find work as career counsellors, career development practitioners, career technicians, worker rehabilitation assistants, corporate career planners, job search facilitators, employment counsellors, vocational assessors, career specialists or career information service providers. Ninety per cent of past graduates have found work in the field.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 155). Grade 12 math and English.

Applicants must submit a letter of personal goals and intent, provide references and attend a structured interview. Fast-track candidates must submit post-secondary transcripts.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Fees

Total annual fees last year for this program were $3,626.40. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1
(September to December)

CARC1001	Overview: Career and Work Counselling
CARC1003	Work and Life: A Career Counselling Perspective
COMM1007	College English
PSY1030	Introduction to Psychology
GNED	Two General Education electives must be taken

Semester 2
(January to April)

CARC1005	Individual Career Counselling– Skills and Process I
CARC2003	Theory and Practice of Job Search
CARC1017	Individual Career Counselling– Skills and Process II
CARC2001	Group Career Counselling
CARC1013	Assessment in Career Counselling: Statistics and Tests
CARC2007	Managing Change and Transition

Semester 3
(May to August)

CARC2022	Assessment in Career Counselling: Tests and Interpretations
CARC1009	Career Development Theory I
CARC1019	Resources in the Field
CARC2005	Career and Work Equity Issues
PREP1004	Field Integration I
CARC1024	Practicum I (12 weeks block placement)

Semester 4
(September to December)

CARC2014	Special Topics
CARC2032	Assessment in Career Counselling: Inventories and Interpretation
CARC2016	Career and Work Counselling with Special Needs Clients
CARC1021	Career and Work Counselling with Diverse Populations
CARC1015	Career Development Theory II
PREP2001	Field Integration II
CARC2012	Practicum II

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Fast*Track

Students with a university degree or college diploma may apply for direct entry to the second semester of the program, starting in January.

Early Childhood Education

Program Code: C100
Nightingale Campus
2 years (4 semesters)
or 18 months continuous

Starting: September, January
Certification: Diploma
Summer classes (with January start)

Apply to OCAS

Our Program

This program enables students to gain skills and knowledge through a unique system of alternating blocks of classroom theory and field practice. George Brown's program provides theoretical and practical training with infant, toddler, preschool and school-aged children. The program trains students to work with children aged six weeks to 12 years, in a variety of early childhood education settings.

Each semester is divided into blocks of seven weeks. One block is for academic studies, the other is for field placement where students have the opportunity to work with children of all ages in a variety of settings.

Part-Time Study Options

George Brown College also offers this program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates may find employment in child care centres and nursery schools. Opportunities also exist in pediatric playrooms, special education settings, junior kindergarten, therapeutic nursery programs and in-home care. Your ECE diploma will give you credit towards degree programs at other institutions. It also makes you eligible for certification by the Association of Early Childhood Educators of Ontario.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 155). Grade 12 English.

Note: Successful applicants must submit proof of a satisfactory medical examination upon entering the program.

After the college has been notified by OCAS that the application has been received, each applicant must complete a program-specific questionnaire and will be invited to attend an information session.

Field placement is a mandatory and complex component of the program. Should accommodation issues arise, a Special Needs Consultant may be called upon to assist the applicant in determining whether s/he can meet the requirements necessary for the safe caregiving of young children.

Student Selection

Experience in working with young children is desirable. Courses in family studies (with a child care focus) are recommended.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Fees

Total annual fees last year for this program were $2,209.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Fast*Track*

Applicants who have obtained a degree in a related area (i.e. Sociology, Psychology) and have experience working with young children, may enter directly into the second year of the program, provided that they supply documentation and complete a two week-orientation course in June.

Semester 1

PSY1056	Infant and Child Development
ECE1039	Health, Safety and Nutrition†
ECE1040	Interpersonal Communication
ECE1041	Creative Expression
ECE1024	Field Practice I
ECE1056	Foundations of ECE I
ECE1073	Creative Play Workshops
ECE1074	Observation, Planning and Evaluation
GNED1087	Introductory Sociology
COMM1007	College English

Semester 2

ECE1076	Observation, Planning and Evaluation
ECE1077	Creative Play Workshops
ECE1075	Foundations of ECE
COMP1082	Computer Skills and Applications
PSY1075	Infant and Child Development
ECE1069	Health, Safety and Nutrition
ECE1070	Interpersonal Communication
ECE1071	Creative Expression
ECE1026	Field Practice II

Semester 3

ECE2046	Policy, Advocacy and Legislation
ECE2045	Curriculum Development
GNED1175	History of Canadian Education, or
GNED 1037	Contemporary Issues In Adult Development
ECE2028	Children with Special Needs
ECE2029	Working with Families
ECE2014	Field Practice III
ECE1078	Observation, Planning and Evaluation, or
GNED1017	Children's Literature
GHUM1174	Politics of Language

Semester 4

ECE2048	Policy, Advocacy and Legislation
ECE2049	Children with Special Needs
ECE2050	Working with Families
ECE2047	Curriculum Development
ECE2017	Field Practice IV
GNED1176	Current Research In Brain Development , or
GNED1177	Wellness and Lifestyle

†Students are required to complete a standard first aid course as part of their Health, Safety and Nutrition course.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Personal Support Worker

Program Code: C112
St. James Campus
20 weeks

Apply to OCAS

Starting: September, January, May
Certification: Certificate

Our Program

The Personal Support Worker program trains students to provide or assist with personal care for the frail elderly, the chronically ill and people with physical disabilities living at home or in long-term care facilities. The program replaces previous training programs for health care aides, home support workers, attendant care and respite workers. It was developed as part of the Ontario government's plan to reform long-term care and support services.

Students learn the full range of skills required to assist people with their personal and household needs so as to ensure their comfort and safety. Courses focus on the abilities needed to create a climate that promotes the optimal physical, social and emotional well-being of each client. As part of their training, students have the opportunity to practice what they have learned in supervised placements in an institutional and a community setting.

Part-Time Study Options

George Brown College also offers this certificate program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find employment opportunities in long-term care facilities, residential and supportive housing and community support agencies.

Admission Requirements

Ontario Secondary School Diploma or mature student status (see page 155). Grade 10 English or equivalent. Successful applicants must submit valid certificates in standard first aid and CPR for adults, children and infants.

After applications are received by OCAS, the College will ask applicants to attend an information session and complete an English test. A current police check is required for community placements.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Fees

Total annual fees last year for this program were $1,113.80. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Courses

COMM1085	Building Supportive Relationships
CARE1042	Role of the Personal Support Worker
CARE1081	Safety and Abuse
CARE1052	Assisting a Person with Medications
CARE1043	Assisting a Person with Mobility
CARE1046	Household Management and Meal Preparation
CARE1079	Providing Optimal Support/Personal Care
CARE1054	Institutional Practicum
CARE1055	Community Practicum
CARE1078	Intervention Strategies for Client Groups
CARE1080	The Body, Changes and Conditions

For more information, call the Faculty of Community Health Department at (416) 415-4455 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Nursing

Program Code: S107
St. James Campus
3 years (6 semesters)

Apply to OCAS

Starting: September, January
Certification: Diploma

Our Program

This program educates individuals to become responsible and accountable practitioners of nursing in accordance with the established Standards of Practice (College of Nurses of Ontario). The curriculum combines nursing, general education and clinical courses.

The central themes of the curriculum are:

- caring and helping, which are the essence of nursing;
- principles of nursing practice, problem-solving skills, and critical thinking;
- professional responsibility and accountability;
- community health nursing.

Graduates must pass the Canadian Nurse Registration Examinations to practice in this profession.

Note: This program may be suspended as of September 2001 pending the development of a four-year degree program (B.Sc.N.) with a university. In this case, admissions requirements, course content and selection criteria will change.

Visit the college web site at www.gbrownc.on.ca or call 416-415-2070 for details of this program as they become available including a program description, admissions requirements, and student selection criteria.

GBC is committed to providing all its nursing students, including those registered in S107 with the appropriate educational experience that allows them to qualify as Registered Nurses in Ontario.

Your Career

Graduates who are successful in the entry to practice examinations are prepared to practice in hospitals, community nursing, retirement and nursing homes.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, including Grade 12 English, mathematics, Grade 11 or 12 biology and Grade 11 or 12 physics or chemistry, or mature student status (see page 155).

During the first two months of Semester 1, students are required to obtain a CPR basic rescuer certificate (Level C), approved by the Ontario Heart Foundation, and a standard first aid certificate. These certificates must be kept current throughout the program. Students must complete and submit the George Brown health form during the first weeks of the program.

Continued on page 92

Semester 1

ANAT1039	Anatomy and Physiology I
COMM1007	College English
COMP1082	Computer Skills and Applications
GNED1057	Developmental Psychology
NURS1001	Nursing Theory I
NURS1003	Nursing Practice I
NURS1004	Nursing as a Profession

Semester 2

ANAT1011	Anatomy and Physiology II
NURS1011	Theory of Nursing Practice II
NURS1012	Nursing Practice II
NURS1013	Community Health Nursing I
PATH1011	Pathology and Therapeutics I
GNED	General Education Elective

Semester 3

NURS2010	Nursing Practice III – Medical – Surgical Nursing
NURS2011	Nursing Practice III – Mental Health Nursing
NURS2012	Nursing Theory III – Medical – Surgical
NURS2013	Nursing Theory III – Mental Health Nursing
NURS2005	Community Health Nursing II
PATH2014	Pathology and Therapeutics II – Medical-Surgical
PATH2015	Pathology and Therapeutics II – Mental Health

Nursing *(continued)*

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Your Future Study Options

Eligible graduates can complete a Bachelor of Science degree at most Ontario universities in two additional years or less. Graduates may also complete a nursing degree by distance education with many universities.

Fees

Total annual fees last year for this program were $2,304.50. Fees may increase for programs starting in 2000. See page 164 for international student fees.

Semester 4

GSSC1064	Introduction to Sociology
NURS2003	Nursing Practice IV
NURS2004	Nursing Theory IV
NURS2006	Community Health Nursing III
PATH2005	Pathology and Therapeutics III

Semester 5

NURS3001	Nursing Theory V
NURS3002	Nursing Practice V
NURS3005	Community Health Nursing IV
PATH3001	Pathology and Therapeutics IV

Semester 6

NURS3003	Nursing Theory VI
NURS3004	Nursing Practicum VI

For more information, call the Nursing Department at (416) 415-2070 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Practical Nursing

Program Code: S109
St. James Campus
3 semesters

Apply to OCAS

Starting: September, January
Certification: Certificate
Summer classes for semesters 2 and 3 only

Our Program

Practical nurses practice independently and collaboratively with the client, family, interdisciplinary team and community. They plan and deliver holistic care for adults in the context of family, and within a variety of settings in the community and in hospitals.

Students in the program are provided with the learning opportunities to develop the competencies required to meet the Professional Standards of Practice for Registered Practical Nurses in Ontario (College of Nurses of Ontario).

The central themes of the curriculum are:

- wellness and health promotion;
- critical thinking;
- interpersonal relations;
- professional responsibility and accountability;
- client-driven holistic orientation to practice.

Graduates of this program must write the Ontario Practical Nurse Registration Examination to practice in the profession. To be considered for registration as a Practical Nurse graduates will be eligible to file an application for assessment (in accordance with the Regulated Health Professions Act) with the College of Nurses of Ontario. For further information regarding this registration, please contact the College of Nurses of Ontario at (416) 928-0900 or 1-800-387-5526, ext. 249.

Your Career

Graduates are employed in retirement and nursing homes, long-term care facilities, palliative care settings, traditional and non-traditional community health care settings, rehabilitation centres and hospitals.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, including Grade 12 English, mathematics and Grade 11 or 12 biology, or mature student status (see page 155).

Students are required to obtain a CPR basic rescuer certificate (Level C) approved by the Heart and Stroke Foundation, and a standard first aid certificate before the start of Semester 1. These certificates must be kept current throughout the program. Applicants selected for the Practical Nursing program will be required to complete the George Brown College health form before the first week of the program.

Note: The College also recommends that students have the Hepatitis B vaccination prior to entry.

Student Selection

Qualified applicants will be selected on the basis of test results in English, mathematics and basic sciences. Applicants may be required to complete an essay at the time of testing. A personal interview may be required.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Fees

Total annual fees last year for this program were $3,370.90. Fees may increase for programs starting in 2000. See page 164 for international student fees.

Semester 1

ANAT1045	Anatomy and Physiology I
COMM1084	Communications for RPN
NURS1020	RPN Nursing Theory I
NURS1021	RPN Nursing Practice I
COMM1007	College English
COMP1082	Computer Skills and Applications
GNED1057	Developmental Psychology
GNED	General Education Elective

Semester 2

ANAT1047	Anatomy and Physiology II
COMM1095	Group Communication for RPN
NURS1022	RPN Nursing Theory II
NURS1023	RPN Nursing Practice II
SOC1018	Sociological Perspectives

Semester 3

NURS1016	RPN Professional Practice III

For more information, call the Nursing Department at (416) 415-2070 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Registered Nurse Critical Care – Post Diploma

Program Code: S402
St. James Campus
16 weeks (1 semester)

Starting: September, January, May
Certification: Certificate

Apply to OCAS

Our Program

This program prepares registered nurses to give competent care to critically ill individuals and their families.

The program is divided into two phases, each consisting of a theory and a clinical component. In Phase I, the focus is on learning core concepts of critical care nursing through a study of the stable, critically ill individual. In Phase II, students build on the core concepts and focus on the unstable, critically ill individual who is experiencing complex, multisystem problems.

Theory includes:

- advanced anatomy and physiology of the vital systems (i.e., cardiovascular, respiratory, renal, nervous and endocrine);
- pathology of selected diseases, including medical assessment and management;
- nurse's role in selected assessment and supportive measures (e.g., electrocardiogram, hemodynamic monitoring, venipuncture, intracranial pressure monitoring, ventilators);
- systematic nursing assessment of all body systems;
- use of nursing process in the critical care setting;
- relevant medical-moral issues;
- legal aspects of critical care nursing;
- ways to promote communication, group process, and prevent stress and burn-out.

Clinical practice is scheduled in major Toronto hospitals.

Admission Requirements

Registered Nurse with a current Certificate of Competence, College of Nurses of Ontario; current nursing experience in an active treatment centre; BCLS, level C (Heart and Stroke Foundation); and a completed George Brown health form.

All applicants are interviewed, and copies of the documents specified above are required.

Your Future Study Options

The following courses are recognized for two transferable credits to the B.Sc.N program at Ryerson Polytechnic University:

- NURS4040 and NURS4041
- NURS4043.

Fees

Total annual fees last year for this program were $1,385.30. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Courses

NURS4040	Critical Care Nursing – Theory and Lab – General
NURS4041	Critical Care – Pathotherapeutics
NURS4042	Critical Care Nursing – Practicum – General
NURS4043	Critical Care Nursing – Theory – Advanced
NURS4044	Critical Care Nursing – Practicum – Advanced

For more information, contact Nazlin Allidina at (416) 415-2345 or Anisa Khan at (416) 415-2860.

E-mail: nallidin@gbrownc.on.ca
akhan@gbrownc.on.ca

For updated information and course descriptions:
Go to www.gbrownc.on.ca, or
call (416) 415-2000 or 1-800-265-2002.

Registered Nurse Operating Room – Post Diploma

Program Code: S403
St. James Campus
16 weeks (1 semester)

Starting: September, November, January
Certification: Certificate

Apply to OCAS

Our Program

This program prepares Registered Nurses to function competently as team members in an operating room. It offers unique clinical experience on a full-time basis.

The program is organized in two phases. Phase I consists of six weeks of theory, including:

- relevant anatomy;
- principles of asepsis;
- duties of scrub and circulating nurses;
- intensive study of surgical interventions, their indications and complications;
- lab practice.

Phase II is a ten-week practicum. During this time, students rotate through several services (e.g., General Surgery, Gynecology, Urology, ENT, Orthopedics, Plastics, Ophthalmology). A major essay on a selected surgical topic is required during practicum.

Clinical experiences are scheduled in major Toronto hospitals, or outside Toronto in special circumstances.

Admission Requirements

Registered Nurse with a current Certificate of Competence and preferably one year of clinical practice, College of Nurses of Ontario; current nursing experience in an active treatment centre (optional); BCLS, level C (Heart and Stroke Foundation); and a completed George Brown health form.

Fees

Total annual fees last year for this program were $1,308.80. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Courses

NURS4045	Operating Room Nursing – Theory and Labs
NURS4046	Operating Room Nursing – Practicum

For more information, contact Virginia Warren at (416) 415-2349.

E-mail: vwarren@gbrownc.on.ca

For updated information and course descriptions:
Go to www.gbrownc.on.ca, or
call (416) 415-2000 or 1-800-265-2002.

Registered Nurse Perinatal Intensive Care – Post Diploma

Program Code: S404
St. James Campus
15 weeks (1 semester)

Starting: September, January
Certification: Certificate

Apply to OCAS

Our Program

This program prepares the registered nurse to provide comprehensive care to critically ill newborns and their families in an intensive care setting. Current research and relevant theoretical perspectives provide the foundation of study for family-centred care. The program is enhanced through the use of a variety of guest lecturers who are experts in the field of perinatology and neonatology. Application of theoretical knowledge and skills is gained by providing nursing care for infants and families in a neonatal intensive care unit.

Delivery Modalities

The program is offered in a variety of delivery methods in order to meet the learning styles and needs of adult students. All students utilize an Independent Study Theory Manual and a textbook. Faculty are available to students for in-class, on-line, telephone, e-mail and/or tutorial support. Clinical courses take place in Level II and III neonatal intensive care units.

- **Full-Time (15 weeks):** Offered in September and January. This program consists of theory class at St. James Campus and clinical practice.
- **Full-Time – Internet based (15 weeks):** Offered in September and January. This program consists of twice weekly interactive theory classes offered via the perinatal web site. For more information, the web address is liad.gbrownc.on.ca/perinatal and the e-mail address is ***perinatal @gbrownc.on.ca***.
- **Part-Time – Distance Education (one academic year):** Offered in September. This independent study program is available to nurses with Level II or III neonatal/perinatal experience.

Admission Requirements

Registered Nurse with a current Certificate of Competence, College of Nurses of Ontario. Current nursing experience in the field of perinatology is an advantage; NRP (Neonatal Resuscitation Certificate), résumé; and a completed George Brown health form. All applicants are interviewed by telephone or in person, and copies of the documents specified above are required.

Your Future Study Options

Students are granted two transferable credits towards the B.Sc.N. program at Ryerson Polytechnic University for the following courses:

- NURS4048 and NURS4050
- NURS4049 and NURS4051.

Fees

Total annual fees last year for this program were $1,333.80. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Courses (15 weeks)

NURS4048	Perinatal Nursing – Theory
NURS4049	Perinatal Nursing – Clinical
NURS4050	Neonatal Intensive Care – Theory
NURS4051	Neonatal Intensive Care – Clinical

For more information, contact Heather Urquhart at (416) 415-2351
or Tina Barbetta at (416) 415-2346.

E-mail: hurquhar@gbrownc.on.ca
tbarbett@gbrownc.on.ca

For updated information and course descriptions:
Go to www.gbrownc.on.ca, or
call (416) 415-2000 or 1-800-265-2002.

Baking and Pastry Arts (Baking – Pre-employment)

Program Code: H108
St. James Campus
1 year (2 semesters)

Starting: September, January
Certification: Certificate

Apply to OCAS

Our Program

The Baking and Pastry Arts program contains all aspects of practical hands-on and theoretical training in the areas of breads, pastry, cakes and decorating. Curriculum is enhanced with nutrition, general education, business mathematics, business communication and an introduction to computers. The Baking and Pastry Arts program provides the complete in-school portion of the Apprentice Baker Certification program. Graduates receive total credit for their hours when they register as an apprentice baker. This program also includes a unique industry internship with recognized Bakery and Pastry Arts businesses.

Part-Time Study Options

George Brown College also offers evening and weekend courses and a Continuing Education certificate in baking. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates of Baking and Pastry Arts may become apprentice bakers. This program allows graduates approximately 900 hours of credit towards professional certification. Direct admission to the college's post-diploma Patissier program is available. Alternatively, graduates may open their own bakeries, or take positions in commercial bakeries, large hotels and institutions, or small bakery shops, concentrating on one of several specialist aspects of baking.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 155).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Fees

Total annual fees last year for this program were $2,306.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

GNED1003	General Education Foundation
HOSF1052	Sanitation, Safety and Equipment
HOSF1071	Ingredients
HOSF1087	Bakery Formulas and Bake Shop Calculations
HOSF1093	Baking Craft – Basic
HOSF1094	Baking Theory – Basic
MATH1008	Mathematics for Business and Management

Semester 2

COMM1047	Business Communications
COMP1082	Computer Skills and Applications
GNED1102	Nutrition and Lifestyle
HOSF1067	Bakery Management
HOSF1096	Baking Craft – Advanced
HOSF1097	Baking Theory – Advanced

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information and course descriptions:
Go to www.gbrownc.on.ca, or
call (416) 415-2000 or 1-800-265-2002.

Chef Training

Program Code: H104
St. James Campus
1 year (2 semesters)

Apply to OCAS

Starting: September, January
Certification: Certificate

Our Program

The program includes food theory classes covering all aspects of food products and preparation, demonstrations by culinary professors followed by hands-on preparation by students using small- and large-quantity recipes.

These subjects are broadened by study in related areas such as nutrition, kitchen management, and food, beverage and labour cost control. These provide a background for the student to successfully work in a wide variety of contemporary industry kitchens. This program includes a unique industry internship with recognized hotels and restaurants.

This program provides the complete in-school portion of the apprentice cook certification program.

Part-Time Study Options

George Brown College also offers evening and weekend courses in baking, and non-credit and certificate programs in Food Service Management, Haute Cuisine, and Hospitality Management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates of this program should find excellent opportunities for employment in all areas of the food service industry, including hotel kitchens, restaurants, institutions, and commercial and industrial catering organizations.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) with Grade 12 mathematics and English, or equivalent, or mature student status (see page 155).

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Your Future Study Options

Students may qualify for direct entry to the second year of Culinary Management with the addition of accounting.

Fees

Total annual fees last year for this program were $2,866.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

HOSF1023	Culinary Techniques – Basic
HOSF1013	Quantity Food Production
HOSF1052	Sanitation, Safety and Equipment
MATH1006	Business Mathematics
HOSF1029	Food Theory – Basic
GNED1003	General Education Foundation

Semester 2

HOSF1002	Pastry, Dessert and Related Theory
HOSF1031	Food Theory – Advanced
HOSF1024	Culinary Techniques – Advanced
HOSF1014	Cuisine à la Carte Practicum
GNED1102	Nutrition and Lifestyle
HOST1005	Food, Beverage and Labour Cost Control
COMP1082	Computer Skills and Applications
COMM1047	Business Communications

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Culinary Arts – Italian (Post-Diploma)

Program Code: H401
St. James Campus
1 year (2 semesters)

Apply to OCAS

Starting: January
Certification: Certificate

Our Program

This program provides graduate cooks with the opportunity to study the culture, art and wines of Italy, including its many regional cuisines. Students combine a four-day-per-week, in-college skill development program with on-the-job practical experience in Toronto Italian restaurants. Arranged by our Italian Advisory Committee, the final 15 weeks of the program will be an externship in some of the finest Italian restaurants in Italy. To assist in sponsoring their travel to and from Italy, students annually organize specialty fundraising events with the Italian restaurant community.

This program is unique in Canada.

Part-Time Study Options

George Brown College also offers an evening course in Italian cooking. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Successful graduates will find employment in one of many Italian specialty restaurants or use the experience to enhance their repertoire of special menus for large hotels or institutions.

Admission Requirements

Applicants must have graduated from a two-year Culinary Management program or from an Advanced Food Preparation program, an Advanced Apprentice Cook program or Chef Training, and have at least one year of acceptable work experience. Throughout the program, students are expected to work part-time in an Italian restaurant kitchen.

Student Selection

Students may be required to attend an interview.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Fees

Total annual fees last year for this program were $2,619.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

The Program

HOSF4002	Dimensions of Italian Culture and Language
HOSF4008	Italian Culinary Theory and Menu Planning
HOST4004	Italian Wines
HOSF4006	Classical and Contemporary Italian Food Preparation Techniques
HOSF4007	Italian Small Quantity Food Demonstration and Labs
HOSF4011	Italian à la Carte Kitchen and Dining Room Service Practicum
HOSF4003	Work Experience – Externship in Italy

For more information, contact Ivano Zambotti at (416) 415-2246 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Culinary Management

Program Code: H100
St. James Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Apply to OCAS

Our Program

The objective of the Culinary Management program is to provide training in all aspects of food preparation, presentation and management. This program includes a unique industry internship with leading industry chefs.

Successful candidates complete the in-school portion of the Basic and Advanced Apprentice Cook program with the attendant hours of credit.

After two years of work in the industry, graduates may be eligible to write the professional Certificate of Qualification examination for the trade of cook.

Part-Time Study Options

George Brown College also offers evening and weekend courses and a certificate program in hospitality management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Career opportunities in the field of professional food preparation are excellent. Graduates find employment in large hotels and food operations as well as in upscale restaurants and clubs.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, with credits in Grade 12 mathematics (general level) and English, or mature student status (see page 155).

Graduates of Chef Pre-Employment or an Apprentice Cook program may qualify for direct entry into the second year, upon completion of prerequisite subjects.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Applicants who do not have standing in Grade 12 mathematics may still gain admission by completing the pre-admission mathematics test and upgrading offered by George Brown College.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Future Study Options

Students who successfully complete this program may be granted advanced standing at Ryerson Polytechnic University and other leading international universities.

Graduates may be eligible for direct entry into the Food and Nutrition Management or Culinary Arts – Italian program.

Fees

Total annual fees last year for this program were $2,815.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

HOSF1029	Food Theory – Basic
HOSF1023	Culinary Techniques – Basic
HOSF1013	Quantity Food Preparation
HOSF1052	Sanitation, Safety and Equipment
MATH1006	Business Mathematics
ACCT1037	Accounting
GNED1003	General Education Foundation

Semester 2

HOSF1031	Food Theory – Advanced
HOSF1024	Culinary Techniques – Advanced
HOSF1014	Cuisine à la Carte
HOSF1002	Pastry, Desserts and Related Theory
COMP1082	Computer Skills and Applications
HOST1005	Food, Beverage and Labour Cost Control
COMM1047	Business Communications
GNED	General Education Elective

Semester 3

HOSF2004	Food Preparation Garde Manger
HOSF2003	International Cuisine – à la Carte
COMM1034	Professional Communications
HOST2006	Introduction to Management
HOSF2007	Advanced Pastry Skills
MARK2011	Marketing
ACCT2017	Financial Management
GNED1102	Nutrition and Lifestyle

Semester 4

HOST2013	Wines
HOSF2008	Contemporary Culinary Techniques International
HRM2012	Human Resources
HOST2010	Financial Management Projects
LAW2014	Law and Security
MARK2014	Marketing Project
GNED	General Education Elective

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Hotel Management

Program Code: H103
St. James Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Apply to OCAS

Our Program

The objective of the Hotel Management program is to become competent to work in all areas of a modern, full-service hotel up to and including management.

Students learn practical skills in a fully equipped bar, food preparation stations, a private, licensed dining lounge and a front-desk classroom which models a hotel operation. The program also provides a unique industry internship with recognized hotels.

Part-Time Study Options

George Brown College also offers evening and weekend courses and certificate programs in hospitality management, front-office management and housekeeping management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates can look forward to a variety of positions within a hotel, such as front-office, sales, catering, beverage control, accounting, personnel or purchasing. There is also career potential in the closely related food service industry. Job descriptions include:

Front Office and Reception – The front office processes reservations, registers the guests, assigns rooms, handles complaints and provides information on all hotel services.

Sales – The salesperson visits local and out-of-town business executives, offering the hotel's guest rooms, banquet halls and seminar rooms for conventions and meetings.

Beverage – The food and beverage manager supervises all preparation and service staff, ensuring that all dining rooms and lounges operate efficiently and profitably while maintaining high standards of food, beverage and service.

Banquets – The banquet manager supervises the set-up and service of banquets, weddings, receptions, meetings and conventions.

Accounting – The food and beverage controller compiles cost and profit statistics, prices and menus, forecasts business trends and reports to management on cost-saving measures.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level), or equivalent, with credits at a minimum of Grade 12 mathematics (general level) and English, or mature student status (see page 155).

Semester 1

GNED1003	General Education Foundation
HOSF1023	Culinary Techniques – Basic
HOSF1029	Food Theory – Basic
HOSF1052	Sanitation, Safety and Equipment
HOST1018	Dimensions of Tourism
MATH1008	Mathematics for Business and Management

Semester 2

ACCT1037	Accounting
COMM1007	College English
COMP1082	Computer Skills and Applications
HOSF1037	Food and Beverage Service – Basic
HOSF1095	Front Office Operations
HOST1005	Food, Beverage and Labour Cost Control
HOST1011	Mixology
GNED	General Education Elective

Semester 3

ACCT2017	Financial Management
COMM1035	Professional Communications II
GNED1102	Nutrition and Lifestyle
HOST2001	Night Audit
HOST2006	Introduction to Management
HOST2013	Wines
MARK2011	Marketing

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, relevant work, or volunteer experience; reviewing a written questionnaire to assess communication skills and knowledge.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Specific courses and course numbers are subject to change.

Your Future Study Options

Students who successfully complete this program may receive advanced standing at Ryerson Polytechnic University, the University of Calgary, the University of New Brunswick at Saint John, and other leading international universities.

Fees

Total annual fees last year for this program were $2,494.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 4

HOSF2009	Principles of Hotel Management
HOST2008	Hotel Sales
HOST2010	Financial Management Projects
HRM2012	Human Resources
LAW2014	Law and Security
MARK2014	Marketing Projects
GNED	General Education Elective

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Architectural Technician

Program Code: T132
Casa Loma Campus
2 years (4 semesters)

Apply to OCAS

Starting: September
Certification: Diploma

Our Program

This program makes up the first two years of the Architectural Technology program. The emphasis is on providing students with a thorough knowledge of architectural drafting and design skills, as well as an understanding of the building design and construction process.

Topics covered include computer-aided drafting and design, site surveying, and architectural presentation including perspective drawing, shades and shadow, and rendering. Courses also deal with building materials, quantity surveying (estimating the labour, materials and equipment required for a project), building codes, contracts and specifications. Classes simulate an office environment, with students working in small groups. Learning is project-based, with one design project often being used as the basis for assignments in many courses that deal with different aspects of the building process.

Part-Time Study Options

George Brown College also offers evening and weekend courses and a certificate program in architectural drafting techniques. Call (416) 415-2000 for a Continuing Education Guide.

Your Career

Graduates find employment in many areas of the architectural building industry. They work as technical assistants in an architectural office or in the building industry. As computer drafting technicians, they participate in the teams that produce design drawings, working drawings or shop drawings. In addition to the architectural and construction industries, graduates work as sales representatives and technicians in building products manufacturing firms and government departments.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

Your Future Study Options

Graduates may continue into year three of the Architectural Technology program or year three of the Construction Engineering Technology Project Management program.

Fees

Total annual fees last year for this program were $2,286.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

ARCH1005	Architectural Technology I
ARCH1007	Architectural Presentation I – Rendering
BLDG1022	Building Industry Practices
BLDG1024	Architectural Plan Interpretation
CADE1006	Computer Aided Drafting I
COMM1007	College English
COMP1082	Computer Skills and Applications
MATH1025	Mathematics for Technology I
GNED1059	The World of Work

Semester 2

ARCH1006	Architectural Technology II
BLDG1013	Building Code I
BLDG1023	Architectural Materials and Methods I
BLDG1028	Site Development – Plotting
CADE1002	Computer Aided Drafting II
COMM1034	Professional Communications I
MATH1078	Mathematics for Building Technology
GNED	General Education Elective

Semester 3

ARCH2004	Architectural Technology III
BLDG2017	Mechanical Installations
BLDG2018	Electrical Installations
BLDG2014	Quantity Surveying and Estimating I
BLDG1025	Site Development – Field Practice
BLDG1027	Theory of Structures I – Forces
CADE2001	Computer Aided Drafting III
GNED	General Education Elective

Semester 4

ARCH2005	Architectural Technology IV
BLDG2012	Building Code II
BLDG2022	Contracts & Specifications I
BLDG1002	Architectural Materials and Methods II
CADE3001	Computer Aided Drafting IV
COMM1035	Professional Communications II
GNED1111	History of Architecture

For more information contact the program co-ordinator John Wills at (416) 415-4376 or the Faculty of Technology at (416) 415-4360.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Construction Engineering Technician (Management)

Program Code: T101
Casa Loma Campus
2 years (4 semesters)

Starting: September
Certification: Diploma

Apply to OCAS

Our Program

This program provides students with the skills and knowledge they need to organize and supervise all phases of residential and small commercial/industrial construction projects, from initial drawings to completion. Learning is project-based, with courses in several subject areas focusing on different aspects of the same construction management project.

Topics covered include interpretation of working drawings (blueprints), on-site building layout, quantity surveying (estimating the labour, materials and equipment required for a project), building codes, contracts and specifications, and the characteristics of different types of buildings. Laboratory courses offer the opportunity for practical study and quality control testing of various building materials. Students also gain extensive computer experience, they work with general business software and specialized construction management and estimating software.

Part-Time Study Options

George Brown College also offers evening and weekend courses and certificate programs in construction estimating, construction project management and construction site management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for a variety of supervisory jobs in the construction industry. Construction technicians have the training to work with general contractors, handling bidding, organizing and supervising the participation of the various trades involved in a project. Job opportunities may be found with general contracting firms, subcontractors, consulting firms and in sales with manufacturing companies related to the building industry.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

Your Future Study Options

Graduates may continue in year 3 of the Construction Engineering Technology program.

Fees

Total annual fees last year for this program were $2,301.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

BLDG1022	Building Industry Practices
BLDG1024	Architectural Plan Interpretation
BLDG1025	ite Development – Field Practice
BLDG1026	Housing and Small Buildings (Wood Frame)
COMM1007	College English
MATH1025	Mathematics for Technology I
COMP1082	Computer Skills and Applications
GNED1059	The World of Work

Semester 2

BLDG1013	Building Code I
BLDG1023	Architectural Materials & Methods I
BLDG1028	Site Development – Plotting
BLDG1029	Building Construction I
COMM1034	Professional Communications I
MATH1078	Mathematics for Building Technology
GNED	General Education Elective

Semester 3

BLDG2005	Construction Business Management & Marketing
BLDG1027	Theory of Structures I – Forces
BLDG2014	Quantity Surveying and Estimating I
BLDG2015	Site Development – Total Stationary Survey
BLDG2016	Building Construction II
BLDG2017	Mechanical Installations
BLDG2018	Electrical Installations
GNED	General Education Elective

Semester 4

BLDG2010	Construction/Renovation Project Management
BLDG2012	Building Code II
BLDG2019	Quantity Surveying & Estimating II
BLDG2020	Building Construction III
BLDG2021	Planning and Scheduling
BLDG2022	Contracts and Specifications I
COMM1035	Professional Communications II
GNED1034	Introduction to Economics

For more information contact the program co-ordinator John Wills at (416) 415-4376 or the Faculty of Technology at (416) 415-4360.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Mechanical Engineering Technician – Industrial Maintenance (Design)

Program Code: T118
Casa Loma Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Apply to OCAS

Our Program

Mechanical engineering technicians are one of the key forces that drive Canada's manufacturing and service industries. They have a wide range of skills that allow them to be part of a technical team to install, assemble, commission, troubleshoot and maintain sophisticated automation, and the manufacturing and testing equipment that are part of every industry.

The Industrial Maintenance Technician program will provide the graduate with a broad knowledge of maintenance techniques. The program prepares the graduate to support the multi-skilled production team, integrating mechanical, pneumatic, hydraulic, electrical and programmable controller technologies.

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Technician (CTech) category.

Part-Time Study Options

George Brown College also offers part-time courses in industrial automation, mechanical engineering and mechanical maintenance. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

The graduate can look forward to a career as a multi-skilled technician supporting leading-edge production environments or maintaining service plants, including those in institutions, utilities and commercial facilities.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

Your Future Study Options

Completing this program may exempt you from the first phase in the Industrial Millwright apprenticeship program.

Fees

Total annual fees last year for this program were $2,296.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

CADE1006	Computer Aided Drafting I
COMM1007	College English
MATH1025	Mathematics for Technology I
MENG1007	Machining Fundamentals I
MENG1002	Engineering Design Theory I
ELCL1034	Electrical Fundamentals
COMP1082	Computer Skills and Applications
GNED1003	General Education Foundation

Semester 2

COMM1034	Professional Communications I
MATH1077	Applied Mathematics II
ELCL1035	Industrial Electronics
MENG2008	Control Technology I
MENG1009	Engineering Design Theory II
GNED	General Education Elective

Semester 3

MENG2021	Industrial Maintenance I
MENG2010	Control Technology II
MENG2022	Programmable Logic Controllers II
MENG2023	Dynamics of Machines
COMM1035	Professional Communications II
GNED	General Education-Labor Law

Semester 4

MENG2024	Industrial Maintenance II
MENG2025	Advanced Manufacturing Processes
MENG3022	Statistical Process Control
MENG2027	Programmable Logic Controllers II
SCI1007	Engineering Mechanics
GNED	General Education/Elective

For more information contact the program co-ordinator at (416) 415-4753 or the Electrical and Mechanical Technology Department at (416) 415-4398.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Mechanical Engineering Technician – Tool and Die Making

Program Code: T116
Casa Loma Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Apply to OCAS

Our Program

Mechanical engineering tool and die technicians play a key role in Canada's manufacturing and service industries. They use both traditional machining skills and advanced computer-aided manufacturing techniques to create manufacturing production equipment, jigs, fixtures, moulds and dies for metal stamping industries.

Rapid changes in technology have caused a revolution in tool and die making methods, bringing innovations such as the use of ceramic tools, electrical discharge machines (EDM), both wire and sinks, and computer numerical control (CNC) of production processes. In this program, students develop skills in these areas by training in well-equipped shops, classrooms and laboratories.

Your Career

Graduates can look forward to careers in the modern production industry in fields such as tool and die, mould making, general machine quality control, process planning, estimating, and technical sales. They may wish to gain further qualifications by pursuing an apprenticeship as a machinist, tool and die maker or mould maker.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

Your Future Study Options

Graduates may continue their training by applying for direct entry to the Mechanical Engineering Technology program (T121). In this case, they should upgrade their knowledge by taking science, CAO and design courses, by adding courses through continuing education and part-time studies.

Graduates may continue their studies for a university degree via distance education at George Brown College.

Fees

Total annual fees last year for this program were $2,366.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

CADE1006	Computer Aided Drafting I
COMM1007	College English
MATH1025	Mathematics for Technology I
MENG1002	Engineering Design – Theory I
MENG1007	Machining Fundamentals I
GNED1003	General Education Foundation
COMP1082	Computer Skills and Applications

Semester 2

CADE1004	Computer Engineering Applications
COMM1034	Professional Communications I
MATH1077	Mathematics for Mechanical Engineering
MENG1008	Manufacturing Processes
MENG1009	Engineering Design – Theory II
MENG1004	Machining Fundamentals II
GNEO	General Education Elective

Semester 3

CADE2012	Computer Aided Manufacturing I
COMM1035	Professional Communications II
ORFT1014	Jig & Fixture Design I
MENG2002	Jig & Fixture Making
GNED	General Education Elective

Semester 4

CADE2013	Computer Aided Manufacturing II
ORFT2007	Jig & Fixture Design II
MENG2004	Die Making
GNEO	General Education Elective

For more information contact the program co-ordinator at (416) 415-4753 or the Electrical and Mechanical Technology Department at (416) 415-4398.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Computer Programmer

Program Code: T201
Casa Loma Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Our Program

You will learn the full range of skills required to write programs based on the two most widespread technologies used by business today: client/server and Internet/Intranet. The most popular programming languages and development tools are covered, including C++, Java, SQL, PowerBuilder and Visual Basic. Training will take place using industry-standard Pentium computers running Microsoft Windows 32-bit operating systems. You will also become familiar with Microsoft, Novell and Internet protocols for networks, as well as servers incorporating the latest technology from NetWare and Windows NT.

This program is common with the first four semesters of the Computer Programmer/Analyst program.

Part-Time Study Options

George Brown College also offers evening and weekend courses in computer programming. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find opportunities to work with systems based on client/server and Internet/Intranet technology in businesses of all sizes and types, including those that specialize in systems development work for corporate clients or e-commerce. As a programmer, you will take part in project teams responsible for the development of new applications and the maintenance and support of existing applications.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

To succeed in the program, applicants must have a solid ability in English and mathematics, as well as a strong aptitude for problem solving. Additionally, students must be able to communicate orally and in writing and be able to work effectively with others. Familiarity with computers and computer programming is an asset.

Your Future Study Options

Graduates may continue into the third year of the Computer Programmer/Analyst program (T127). See page 147.

Fees

Total annual fees last year for this program were $2,296.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

COMP1030	Information Systems
COMP1065	Introduction to Computer Programming
COMP1078	Introductory Database Applications
COMP1082	Computer Skills and Applications
COMM1007	College English
MATH1025	Mathematics for Technology I
GNE01003	General Education Foundation

Semester 2

COMP1076	Computer Architecture Fundamentals
COMP1079	Desktop Database Programming
COMP2068	Networking Technology for Developers
COMP2015	Object-Oriented Programming
MATH1012	Mathematics for Information Technology
GNED	General Education Elective

Semester 3

COMP2069	SQL (Structure Query Language)*
COMP2070	Data Modeling and Analysis*
COMP2042	Client/Server Application Development Fundamentals I
COMP2067	Application Development Using Visual Basic
COMP2080	Data Structures Using C++
COMM1034	Professional Communications I
GNED	General Education Elective

Semester 4

COMP2078	Design of Object-Oriented GUI Applications*
COMP2079	Project Management and Implementation*
COMP2077	Operating Systems for Client/Server Environments
COMP2076	Advanced Client/Server Application Development I
COMP2075	Database Applications using Visual Basic
COMP2085	GUI Programming
COMM1035	Professional Communications II
GNEO	General Education Elective

*Courses may be taught in only the first or second half of the semester.

For more information, call the Technology Department at (416) 415-4598.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Computer Systems Technician (Information Systems Support Specialist)

Program Code: T141
Casa Loma Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Our Program

You will learn all the skills necessary to support the business use of internal computer networks using popular client/server and Internet/Intranet technology. Training will cover the installation and configuration of software and hardware, as well as user-support and network administration. You will gain programming skills in Access, Visual Basic and Java, plus training in multimedia applications. You will work with industry-standard Pentium computers running the latest Microsoft Windows applications and operating systems. Your experience will include Microsoft, Novell and Internet protocols for networks, as well as servers incorporating the latest technology from NetWare and Windows NT.

Part-Time Study Options

George Brown College also offers evening and weekend courses in networking, programming, and multimedia. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find many opportunities as user-support specialists and network administrators in businesses of all sizes and types. Opportunities also exist in the growing number of companies that provide computer support services to other businesses, and in organizations that specialize in the sale and installation of computer systems and networks. Besides working in network installation and administration, you may also work directly with business users by offering training services and ongoing support to assist them in using computer applications effectively.

Graduates will be prepared to write several of the examinations leading to industry certification in Network Administration and Support.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

To succeed in the program, applicants must have a solid ability in mathematics and English, as well as a strong aptitude for problem solving. Additionally, students must be able to communicate orally and in writing and be able to work effectively with others. Familiarity with computers and computer programming is an asset.

Fees

Total annual fees for this program last year were $2,296.60. See page 164 for international student fees. Fees may vary in 2001.

Semester I

COMP1030	Information Systems
COMP1065	Introduction to Computer Programming
COMP1078	Introductory Database Applications
COMP1082	Computer Skills and Applications
COMM1007	College English
MATH1025	Mathematics for Technology I
GNED1003	General Education Foundation

Semester 2

COMP1076	Computer Architecture Fundamentals
COMP2066	Office Application Development
COMP1079	Desktop Database Programming
COMP1080	Internet Application Development Fundamentals
MATH1012	Mathematics for Information Technology
GNED	General Education Elective

Semester 3

COMP2065	Desktop Operating Systems Installation and Support
COMP2062	Visual Basic Programming Fundamentals
COMP2063	Essential Networking Technologies
COMP2064	Network Administration and Support I
COMM1034	Professional Communications I
GNED	General Education Elective

Semester 4

COMP2073	Multimedia Technology and Applications
COMP2071	Advanced Visual Basic Programming
COMP2074	Network Administration and Support II
COMP2072	Internet Services Installation and Support
COMM1035	Professional Communications II
GNED	General Education Elective

For more information, call the Technology Department at (416) 415-4598.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Microelectronics Manufacturing Techniques – Surface Mount

Program Code: T137
Casa Loma Campus
1 year (2 semesters)

Apply to OCAS

Starting: September, January
Certification: Certificate

Our Program

This one-year program focuses on the skills needed to solve technical problems related to microelectronics manufacturing and assembly environments. Students learn to use specialized tools and equipment to manufacture, assemble and rework surface mount printed circuit boards and components, and to perform basic inspection and test procedures using specialized equipment. Students develop the skills required to work responsibly and effectively within a microelectronics environment in accordance with prescribed organizational practices and procedures.

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown also offers part-time courses in surface mount manufacturing, assembly and rework. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for employment in positions such as surface mount assemblers, manufacturing and test operators, and equipment technicians.

Admissions Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page•)

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

Your Future Study Options

Credits from this program may be applied toward the in-school training requirements for an apprenticeship in Surface Mount Assembly.

Fees

Total annual fees last year for this program were $2,296.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

COMP1082	Computer Skills and Applications
COMM1007	College English
ELNC1013	Fundamentals of Surface Mount Technology
MATH1025	Mathematics for Technology I
ELNC1012	Fundamentals of Electronics
ELNC1014	Component Handling and Manual Assembly
GNED1003	General Education Foundation

Semester 2

ELNC1019	Stencil Printing Operations
ELNC1018	Placement Operations
ELNC1017	Operation of Surface Mount Soldering Equipment
ELNC1020	Rework Procedures for Surface Mount Boards
COMM1034	Professional Communications I
ELNC1016	Computer Environment/Operation Basics
MATH1047	Mathematics for Technology II
GNED	General Education Elective

For more information, call the Centre for Advanced Microelectronics at (416) 415-4834.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Manufacturing Engineering Technology – Surface Mount Microelectronics

Program Code: T135
Casa Loma Campus
3 years (6 semesters)

Apply to OCAS

Starting: September, January
Certification: Diploma

Our Program

This program addresses the dynamic growth in the advanced microelectronics manufacturing industry. We also do so by producing graduates who demonstrate comprehensive knowledge and "hands-on" skills in the planning, design, analysis and maintenance of advanced manufacturing processes and facilities related to surface mount technology. Students work individually and as members of production teams to collect and analyze production and cost data, troubleshoot and repair equipment, plan production, program computer-controlled equipment and processes, manage projects, and document and present data. The program includes project-based learning and teamwork to model the advanced manufacturing environment. In addition to advanced technical skills, the program emphasizes the "soft" skills that are vitally important to employers in the advanced manufacturing industry such as conflict resolution, critical thinking and leadership

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown College also offers part-time courses in microelectronics technology. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for employment as project managers, equipment technologists, production planners and managers, quality control specialists and facilities designers in electronics manufacturing and related industries.

Admissions Requirements

Ontario Secondary School Diploma (with credits in Grade 12 English and mathematics at or above the general level or equivalent) or mature student status. Applicants with grade 11 advanced mathematics may be admitted and may take additional mathematics in semester 1 of the program.

Note: OSSD students graduating in 2003 require grade 12 mathematics for College Technology or College and Apprenticeship Mathematics or equivalent. Students are encouraged to select grade 11 mathematics (functions) as this is the prerequisite for Mathematics for College Technology.

Course Exemptions

Many courses are eligible for prior learning assessment. Students with experiential learning may be able to challenge certain courses (see page 159 for information). In addition, certain Ontario Academic Credit (OAC), college or university credits may qualify you for course exemptions (see page 159 for information).

Student Selection

If the number of qualified applicants exceeds the number of student spaces, the following criteria will be used to select students: ranking by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics, or their equivalent), personal interviews and/or testing to ensure that applicants selected are those with the highest likelihood of success in the program.

Your Future Study Options

Graduates may be eligible for advanced standing in the engineering program at Lakehead University.

Graduates may also continue their studies toward a degree at George Brown College via distance education.

Fees

Total annual fees last year for this program were $2,296.60. Fees may increase for programs starting in 2001. See page 164 for international student fees.

Semester 1

ELCL1031	Electronics Fundamentals I
PSY1009	Physics I
MATH1025	Mathematics for Technology I
ELCL1032	Components and Printed Circuit Boards
COMP1082	Computer Skills and Applications
COMM1007	College English
GNED	General Education Foundations: Challenge and Change

Semester 2

ELCL1033	Electronic Fundamentals II
PSY1010	Physics II
MATH1047	Mathematics for Technology II
ELNC1015	Process Equipment Operations I
CAD1009	Computer-Aided Drafting and Design
COMM1034	Professional Communications I
GNED	General Education Elective

Semester 3

ELNC2067	Fundamentals of Process Equipment Systems
ELCL2013	Component Placement
COMP2006	Introduction to Programming
CHEM2002	Chemistry I
MATH2019	Mathematics for Technology III
COMM1035	Professional Communications II
GNED	General Education Elective

Semester 4

ELNC2068	Process Equipment Operations II – Interconnect Technologies
CHEM2003	Chemistry II
MATH2026	Mathematics for Technology IV
CADE2020	Computer Aided Design for Printed Circuit Boards
ELCL2014	Manufacturing Techniques
GNED	Teambuilding and Conflict Resolution

Semester 5

ELCL3056	Statistics for Microelectronics I
ELCL3057	Rework Procedures
ELCL3058	Facilities Layout and Flow
ELCL3059	Machine Elements
ELCL3060	Manufacturing Models and Production Control
ELCL3061	Technical Proposal

Semester 6

ELCL3062	Statistics for Experimental Design
ELCL3063	Statistical Process Control (SPC) and Test Methodologies
ELCL3064	Preventative Maintenance I
ELCL3065	Technical Report
ELCL3066	Microelectronics Project

For more information, call the Centre for Advanced Microelectronics at (416) 415-4834.

For updated information and course descriptions: Go to www.gbrownc.on.ca, or call (416) 415-2000 or 1-800-265-2002.

Admissions and Applications

Section contents

So, you have found the right program and you want to apply. What next? This section tells you about the application and admissions process, getting credit for prior learning and demonstrating your preparation for your program. For quick reference, the contents are listed below:

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Remember These Important Deadlines!

Mark your calendar.
If you are mailing something to the College or to the Ontario College Application Service (OCAS), remember to allow enough time for it to ***arrive*** before the deadline.

On or before February 1
Send in your application for September programs (to get equal consideration with the other applicants).

First week in July
Register and pay fees for September programs or you may lose your place in the program which you have chosen.

Admission Guidelines

Philosophy

When we review your application, we want to be sure that you have a good chance of succeeding at George Brown College.

Policy on decisions

The Registrar's Office has the power to accept, defer or reject any application. If anything is unclear about your credentials or abilities, the Registrar can request that you be tested or that your documents be validated or re-submitted.

Policy on the priority of admissions

Current provincial government regulations require that applicants be admitted in the following order:

1. permanent residents of Ontario,
2. permanent residents of other Canadian provinces and territories, and
3. students from other countries.

Admissions requirements

Most programs require that you have an Ontario Secondary School Diploma (OSSD) or equivalent in order to be admitted. You may also need other courses or skills. To find out what your program requires, check the program pages in this guide.

Mature student status

If you are under the age of 19 at the start of the program, you must have an OSSD or equivalent. Applicants who are 19 years of age or older do not need to have an OSSD. If you are 19 or older and do not have an OSSD, you may apply as a mature student. You will be tested and interviewed to see if you meet the program prerequisites.

Note: International students applying from outside Canada must have the equivalent of an OSSD and cannot apply as mature students.

Student selection procedures

In selecting among applicants for programs, the college may look at your grades and/or ask you to:

- attend an interview
- take admissions or placement tests
- complete a questionnaire
- demonstrate your skills and aptitudes for the program

If you are deaf, hard-of-hearing or have another disability and need help during the evaluation process, call the Disability Services at (416) 415-2622 or the Deaf and Hard-of-Hearing Services at (416) 415-2066 (voice) or (416) 864-0535 (TTY).

Applying to the College through the Ontario College Application Service (OCAS)

What is OCAS?

The Ontario College Application Service (OCAS) processes application forms for Ontario colleges. With one form, you can apply for up to five programs. Up to three of these can be at one college. For example, you could apply to three programs at George Brown and two at another college using the same form.

Guidelines

Most post-secondary programs require that you apply through the Ontario College Application Service (OCAS). However, you may apply directly to the college for some preparatory and special programs. To be sure about your program, check its description in the Programs section of this guide.

International students can use these procedures; more information is also provided on page 156.

If you are deaf or hard-of-hearing, please refer to page 162 for a description of the procedures to follow in order to obtain support services during the admission process.

How to Apply

To apply to a post-secondary program at George Brown College, follow these steps:

1. Get an OCAS application form and guide from: the guidance office of a local high school or community college, or George Brown College: (416) 415-2000, 1-800-265-2002 or info@gbrownc.on.ca, or the OCAS office: (519) 763-4725 or 1-888-892-2228 or apply on-line at the OCAS websit, www.ocas.on.ca.
2. Complete the form, attaching any required documents. All academic documents that are not in English must include a certified translation.
3. Mail the form and the $65 fee (money order or certified cheque made payable to OCAS) to: OCAS, PO Box 810, Guelph, Ontario, Canada N1H 6M4.

Deadlines

To ensure that OCAS gets your application on time, mail it at least one week before the deadline. If OCAS gets your application after the deadline, you will be considered on a first-come, first-served basis if space allows. The deadlines for this year are as follows.

If you plan to start in	then mail your form	Offers of admission are sent after
September	As soon as possible after December 1. For popular programs that fill quickly (sometimes called over-subscribed), applications must be received by Feb. 1.	Feb. 1 for mature applicants, and students from university and other colleges; **March 31** for applicants applying from Ontario secondary schools.
January	By October 1.	A few weeks of your application.
May	Anytime.	A few weeks of your application.

Note: To allow more time for admissions testing, mature students should apply as soon as possible after December 1.

Thank you (in advance) for your patience.

Every year more than 65,000 people apply to George Brown. This means that, at times, you may have to wait to have your phone call answered or to get service at our Registration Centres. This is particularly true when there are deadlines to meet (April and June) or when classes are about to start (August and September). So thank you in advance for your patience. Tip: Use our drop boxes, fax and bank payment options in order to avoid line-ups.

What happens next?

The college will send you a confirmation note stating that your application was received.

Later, we will let you know:

- if you need to participate in any selection processes;
- whether you have been accepted into a program;
- how to register for admissions and placement testing.

Offers of admission

Offers of admission include an acceptance form. You may accept only one offer from among the colleges you originally selected. Complete and send the confirmation form to OCAS.

International Students: Applying Using the College's International Student Application Form

Guideline

Most programs require that you apply through the Ontario College Application Service (OCAS). For some programs you can apply directly to the college. International students may apply using the college's International Student Application form.

Note: Space in some programs may be limited.

If you are applying to post-secondary programs then use this procedure OR the one on page 155. English as a Second Language (ESL) programs use this procedure.

How to Apply

To apply using the college's International Student Application form:

1. Get the International Student Application form from: George Brown College International Centre, the nearest Canadian Education Centre (often at or near Canadian embassies) or www.gbrownc.on.ca/internti/appl.htm.
2. Complete the form.
3. ESL program applicants attach a non-refundable deposit of CDN $500. Post-secondary applicants attach:
   - secondary and post-secondary transcripts,
   - notarized English translations of your transcripts, and
   - English proficiency scores such as TOEFL.

How to provide proof of English language capability:

Since all classes are offered in English, your success at college depends, in part, on having the right level of English. To prove your capability in English you can:

- provide us with proof that your secondary school and/or post-secondary studies were completed at a recognized institution where English is the common language used (e.g. secondary schools that offer a Canadian, American or British curriculum), or
- take the college's English Entrance Test, in Toronto. For details, call (416) 415-2115 or e-mail rmalayan@gbrownc.on.ca, or
- send us the results of an international English test. The College requires the following scores, or higher:

Test Score required	TOEFL*	IELTS	Michigan Test
Paper:	550	6.0	85
Computer-based:	213		

***For information go to the TOEFL website at www.toefl.org.**

What happens next?

1. After we review your application and transcripts, depending on the program for which you applied, we may ask for more information through an interview, tests or samples of your work.
2. If you are applying from Toronto, we will send you a letter asking you to arrange any required interviews or tests.
3. If you are applying from outside Toronto, we will send you questionnaires or ask you to send us samples of your work. We may also arrange a telephone interview.

Offers of admission to post-secondary programs.

If you meet the academic and English requirements, and the program has space, the college will send you an acceptance letter (Offer of Admission).

If you meet the academic requirements but not the English requirement, and the program still has space, the college will send you a conditional letter of acceptance.

This means the college will accept you on the condition that you:

- successfully complete the college's English program,
- pass the college English Entrance test (offered in Toronto only).

Accepting admission

Offers of admission include a Confirmation of Acceptance form. You must complete and return it, with the deposit, by the required deadline.

Visas and Health Insurance for International Students

Visas/authorization

To study in Canada, you will need a visitor visa and/or Student Authorization.

If you are studying ESL for three months or less, you need a visitor visa. For studies longer than three months, Student Authorization is required.

For official information about the application policy and procedures, contact: a Citizenship and Immigration Canada (CIC) office in Canada, a Canadian embassy, high commission or consulate, or the CIC website at www.ci.gc.ca

Health insurance

You must have health insurance. If you do not have any, contact the International Centre for information on a group plan for international students. The cost is $540 CDN per year, or $50 CDN per month for short programs.

For more information contact George Brown's International Centre at (416) 415-2115, or: 1-800-265-2002 (Canada and the U.S.) or intlcen@gbrownc.on.ca

Admissions Tests

Purpose
By testing you, the college can find out if you will be able to successfully complete the program of your choice.

What's on the test?
Depending on the program you want to take, the test will cover skills in English, math and science. The test lasts about three hours.

Who takes the test?
Mature students and applicants to popular, "oversubscribed" programs are tested. International students may also be asked to take admissions tests.

How to prepare
For information about admissions testing, visit the Educational Resources section (under Departments and Services) of the college's web site: www.gbrownc.on.ca.

Cost
The admissions test costs:
- $25 for one subject
- $30 for two subjects
- $40 for three subjects
- $50 for people who have not applied to the college.

Test process
The test process is as follows:
1. When the college gets your application, the Registrar will send you a letter advising you how to make an appointment for testing.
2. You prepare for the test. If you are deaf, hard-of-hearing or disabled and need assistance, call: Disability Services at (416) 415-2622, or Deaf and Hard-of-Hearing Services at (416) 415-2065 (voice) or (416) 415-2651 (TTY).
3. Book your test by calling (416) 415-2005 to use our voice mail booking system.
4. Bring your test letter and photo I.D. to the test. If you paid for the test in advance, also bring your receipt or appointment sheet. Personal cheques are not accepted.
5. Go to the Assessment Centre and take your test.
6. When the results are ready, the Admissions Centre will notify you by mail of its decision. The results are confidential. You cannot get them by phone.

For more information call the Assessment Centre at (416) 415-4565 or e-mail gbctest@gbrownc.on.ca

College Preparation Course for Mature Students

Course description
The Testing for Mature Students course helps you to prepare for your admissions test. The course reviews math and English skills. It meets two evenings a week for eight weeks.

Who can apply?
People who are over 19 and do not have an OSSD or equivalent and who have applied (or are planning to apply) to George Brown College may take the course.

For more information check the Continuing Education Course Guide or call the Academic Bridging Department at (416) 415-2427.

Registration Information

Contents
This section tells you how to get credit for work you've done before, either as a student at another college or university, or through work and life experiences. It also outlines the changes that you, or the college, may make to courses and schedules.

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Full-Time or Part-Time Status

Definitions
Full- or part-time status depends on how many courses or course hours you are taking.

If you are enrolled in either 70% of the total semester hours or 66⅔% of the courses then you are a full-time student.

If you are enrolled in less than 70% of the total semester hours or less than 66⅔% of the courses then you are a part-time student.

Policy on additional part-time studies.
If you are a full-time student and want to enrol in additional part-time courses, you will have to pay a fee for each additional part-time course.

Part-time and continuing education programs
Some full-time programs are also offered on a part-time basis. Details are listed in our Continuing Education Course Guide.

For more information, or to get a guide, call (416) 415-2000 or 1-800-265-2002.

Prior Learning Assessment and Recognition (PLAR)

What is PLAR?
Prior Learning Assessment and Recognition (PLAR) gives you credit for knowledge and skills you've gained through life experiences such as working or volunteering activity. You can get up to 75% of your credits through PLAR. The other 25% must come from classes taken at the college.

Who can apply?
You must be 19 years old or have an Ontario Secondary School Diploma (OSSD).

How does it work?
If a course covers material you already know, you can ask for an assessment of your knowledge. This is called a "challenge." For example, if you have done a lot of computer work, you might challenge a computer course. To assess your learning, you may be:
- tested with written or oral exams, interviews or case studies, or
- assessed through a portfolio of your work that shows your skills.

Cost
PLAR costs $80 for each course that you challenge.

How to apply
If you have already chosen a program and want to discuss PLAR options, contact the academic program office to meet with a program chair or co-ordinator.

For general information, call the PLAR Office at (416) 415-2290.

Advanced Standing and Course Exemptions

Definitions
Advanced standing is a credit awarded to a student upon admission, which enables direct entry to a second or higher semester of a program. Course exemptions give a student credit for George Brown College courses taken elsewhere.

Who can apply?
You can apply for advanced standing or course exemptions if you have credits from another college or university or, in some cases, Ontario Academic Credits (OACs) from secondary school.

How to apply for advanced standing
To apply for advanced standing, complete your OCAS application form as follows:
- in section A, under the heading Additional Academic Information, check off the box marked "college/university transfer";
- in section B, indicate the semester or level you are applying to enter.

How to Apply for a Course Exemption

To request a course exemption, submit an exemption form to your academic department. (See list below.) To be exempt from a course in a given term, the exemption must be granted by the third week of the term. Please include copies of your transcripts with your exemption form. For details, refer to your registration package.

If you are exempt from taking a course, you can take an alternate full-time course during that term, at no extra cost, if space is available in an appropriate course that is needed for the completion of your program, and the alternate course has the same number of contact hours.

Please note:

- Continuing education courses cannot be substituted for post-secondary exemptions.
- Tuition fees for post-secondary programs are charged by semester, per program. Fee assessment is not based on the number of courses in which you enrol. If you are enrolled in a full-time program and are granted course exemptions, you will not get a tuition refund for those courses.

Academic Departments

Department	Campus	Room	Phone
Business	St. James	313A	(416) 415-2160
Fashion and Creative Technology	Casa Loma	C465	(416) 415-4840
Graphic Communications	Casa Loma	313A	(416) 415-2137
Performing Arts	Casa Loma	C120	(416) 415-2167
General Arts and Sciences	Casa Loma	490F	(416) 415-4840
Academic Bridging	St. James	524A	(416) 415-2427
Allied Health	Casa Loma	B204	(416) 415-4543
Community Health (Nursing)	St. James	490F	(416) 415-2069
Community Services	St. James	490F	(416) 415-2185
Community Services	Nightingale	348A	(416) 415-2310
Hospitality and Tourism (300 Adelaide St. E.)	St. James	111	(416) 415-2225
Distance Education	Casa Loma	C436	(416) 415-4725
Technology	Casa Loma	C430	(416) 415-4400

Changes to Timetables, Courses, Programs and Other Information

Timetables

Classes in regular college programs take place between 8 a.m. and 6 p.m. The college follows timetables as closely as possible. However, unplanned events do happen and sometimes the schedule has to change.

Early closing on long weekends

College services will close at 3:30 p.m. on Fridays before long weekends (when statutory holidays fall on Mondays).

Program cancellation policy

The college may change or cancel a program or course when the enrolment is low or opportunities for graduates are few. When canceling a program, the College allows enrolled students to complete it within the normal completion time. In rare cases, the College cannot extend the program. When this happens, arrangements are made for students to complete the program at another college.

Changes to other information

This book is like a snapshot in time. The policies and procedures are current at the time of publication, but may change throughout the year. The College will not be held liable in any material way for difficulties created by required changes to any policies, courses or programs.

Student Services

Purpose

Student services are designed to help you succeed and achieve your goals. They can help reduce stress and keep your mind, body and spirit in shape so you can balance the demands of college life.

Contents

We offer many services to support our students. They are grouped into the following categories (read on for more information):

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Student Services: Basics

Housing office

Our Housing Office lists 1,000 to 2,000 rental units around the city. You pay $5 to see the listings, for 16 weeks. Updated twice weekly, the list includes:

- houses
- apartments
- townhouses
- shared accommodations
- in-home boarding
- sublets
- shared accommodations

For more information, call the Housing Office at (416) 415-2101.

Child Care

George Brown College operates seven child care centres. Children of George Brown students get priority. Full-time students can get subsidies, but spaces are limited and the waiting list for each centre is long.

For more information, or to get on each centre's waiting list, call:

the Child Care Office **(416) 415-2359**
Casa Loma (Spadina and Davenport) **(416) 415-4616**
Douglas E. Light (University and Dundas) **(416) 415-2604**
Fashion District (Richmond and Spadina) **(416) 415-2453**
Queen Street (Queen and Ossington) **(416) 535-6701**
Scotia Plaza (King and Yonge) **(416) 415-2590**
Waterpark Place (Queen's Quay and Bay) **(416) 415-2450**
Esther Exton (at Baycrest) **(416) 785-2420**

Bookstore

Besides new and used textbooks, our bookstores sell other books, computer hardware and software, and office supplies. We also buy used textbooks. For the best bargains, check us out early in the semester. Visit us at:

Casa Loma Campus – 160 Kendal Ave., 3rd floor **(416) 415-4440**
St. James Campus – 200 King St. E., main floor **(416) 415-2722**
September to May: Monday to Thursday **8:30 a.m. to 7:30 p.m.**
Friday **8:30 a.m. to 4:30 p.m.**
June to August: **Monday to Friday** **8:30 a.m. to 4:30 p.m.**

Open Access Computing

The Open Access Computer Learning Centres (OACLC) are open to current students. OACLCs have:

- multimedia PCs and PowerMacs
- software, such as MSWord, Excel, Access, and PowerPoint
- course-related software and tutorials
- Internet and CD-ROM access
- scanning, plotting and colour printing facilities

For more information, contact the OACLCs at:

Casa Loma Campus – Room C350 **(416) 415-4459**
Nightingale Campus – Resource Centre **(416) 415-2356**
St. James Campus – Room 131 **(416) 415-2004**

Resource Centres

There are three Learning Resource Centres (libraries), one at each campus. All students can use their resources, facilities and services. Centre staff can help you find the information you need for your courses, projects and assignments. The resources in each centre reflect the areas of study on that campus. Each centre has:

- books
- periodicals
- films and videos
- VCRs
- study spaces
- electronic research databases
- audio cassettes
- newspapers

To discover what your resource centre can offer you, call us at:

Casa Loma Campus **(416) 415-4634**
Nightingale Campus **(416) 415-2356**
St. James Campus **(416) 415-2173**

or go to our page at www.gbrownc.on.ca.

Athletics

To keep you in shape, we have two campus gyms, two weight/training centres and a wide range of activities, as well as intramural and varsity teams for many sports.

For more information, call the St. James Athletic Centre at (416) 415-2176/2177 or the Casa Loma Athletic Centre at (416) 415-4714.

Student Services: Counselling and Tutoring

Counselling

Counsellors help students solve problems and plan how to reach their goals. They offer one-on-one counselling as well as workshops on developing effective learning and study strategies, time and stress management, test preparation, and dealing with test anxiety.

For more information or to arrange a session, call the Counselling Office at:

Casa Loma Campus	**(416) 415-4585**
Nightingale Campus	**(416) 415-2354**
St. James Campus	**(416) 415-2107**

or visit our web site at www.gbrownc.on.ca/saffairs/index.html

Peer tutoring

Free peer tutoring helps students who are having difficulty with a course. Students study one-on-one or in a lab with a tutor to prepare for assignments and exams. Most tutors are second- or third-year students who have completed a training program and are paid by the college. To request a tutor or become one, sign up in the Counselling Office at your campus any time after September 11.

For more information, call your campus Counselling Office:

Casa Loma Campus	**(416) 415-4585**
Nightingale Campus	**(416) 415-2354**
St. James Campus	**(416) 415-2107**

Student Services: Student Advocate, Student Association and Student Life

Student Advocate

The Student Advocate can advise you about college policies and procedures, rights and responsibilities, appeal procedures and how to resolve a complaint.

For more information, call the Student Advocate, Franky Chernin, at (416) 415-2674.

Student Association

The Student Association (SA) represents student interests in the college and at all levels of government. It is run by a student board of directors. The SA provides health insurance and legal advice, student clubs and newspapers, pubs and stores.

For more information, call or stop by one of the SA offices:

St. James Campus	**(416) 415-2455** **200 King St. E., Room 147**
Nightingale Campus	**(416) 415-2761** **2 Murray St.**
Casa Loma Campus	**(416) 415-4730** **160 Kendal Ave., Room 210**
Hospitality	**(416) 415-5074** **300 Adelaide St. E., Room 254**

Student Life Office

The Student Life Office works with the Student Association and other student leaders to enhance student life, to ensure that all students can become involved in college life and to encourage them to do so.

For more information, call the Manager of Student Life at (416) 415-2099.

Student Services: Jobs and Careers

Campus WorkLink

Full-time, part-time, summer and contract jobs are listed electronically on Campus WorkLink. Registered students can access WorkLink in the computer labs of the Learning Resource Centre on each campus, or from any computer with an Internet connection.

For more information, call (416) 415-2107 or (416) 415-4585.

Online résumé writer

Registered students can access an online résumé writer in the computer labs of the Learning Resource Centre on each campus.

For more information, call (416) 415-2107 or (416) 415-4585.

Career and Employment Services

Students can receive help in selecting career areas suited specifically for them, establishing long and short term career goals, building résumés, writing employment-related letters and preparing for interviews. They can tap into George Brown's electronic job bank, Campus WorkLink, where employers post jobs specifically for George Brown students and graduates.

For more information, call (416) 415-2107 or (416) 415-4585.

Graduate placement

To find out where recent graduates got jobs, consult the Graduate Employment Report at www.gbrownc.on.ca or at a Counselling Office.

Alumni Affairs' mentor program

After graduation, George Brown College alumni continue to benefit from our many services and programs, including group discounts for health, dental, home and auto insurance, the alumni locator, the chance to create and post a web business card with our Business Card Exchange, and a newsletter mailed twice a year, the Career Wise program, access to college libraries and campus labs (for a small fee), other facilities – and more.

Career Wise Program

George Brown graduates, take advantage of the CareerWise program! Alumni who need career planning help can arrange for one-on-one, confidential advising on work search strategies, including résumé development and interviewing skills. To book an appointment please call (416) 415-2395.

For detailed on-line information about the Alumni Association, go to www.gbrownc.on.ca and hit the Alumni button.

Student Services: Accessibility, Equity and Diversity

Guidelines

George Brown College is one of the most diverse colleges in Canada. We are committed to making the college equitable for students and employees, and to encouraging community access and participation in all parts of college life.

Our policies on preventing discrimination and harassment state these commitments, and identify rights and responsibilities for all members of our community.

Human Rights Advisor

The Human Rights Advisor plans, implements and monitors programs that advocate and support a harassment- and discrimination-free classroom and workplace.

If you have questions or concerns, call or write the:
Human Rights Advisor
PO Box 1015, Station B, Toronto M5T 2T9
(416) 415-4646

Diversity, Equity and Safety Committee

The Diversity, Equity and Safety Committee celebrates the college's diversity and works to make the college safer and more equitable. The Committee is a subcommittee of the College Council.

College Council

College Council, which includes representatives from all parts of the college community, is the academic advisory committee for the college. It, along with the Board of Governors, is a key place for students to have a voice. For information or to share your concerns or ideas, call your College Council representative at (416) 415-2455.

Aboriginal Programs

The Aboriginal Programs Unit helps Aboriginal people access college programs and services.

For more information, call the Aboriginal Programs Unit at (416) 415-2526 or drop by the Native Students Meeting Place, St. James, Room 562D.

Disability Services

Disability Services assists students with physical, learning and emotional disabilities. The office has special equipment for students to use. Most buildings are equipped with ramps, elevators and special washrooms.

For more information or to arrange assistance, call (416) 415-2622.

Deaf and Hard-of-Hearing Services

The college supports deaf and hard-of-hearing students by providing educational interpreting, computerized notetaking, peer notetaking, modified course loads and test taking, technical devices and counselling.

For more information or to arrange a college visit, call (416) 415-2066 (voice) or (416) 864-0535 (TTY).

Requesting Assistance from Deaf and Hard-of-Hearing Services

Kinds of services

Educational support services are available for deaf and hard-of-hearing applicants and students, including services to help with the application and selection process. Services include educational interpreting, academic advising, computer and/or peer notetaking, modified course loads and test taking, and technical devices.

How to request assistance

If you are applying to the college and need support services, follow these steps to request assistance:

1. When you apply to the college, send a copy of your application form to:
   Deaf and Hard-of-Hearing Services
   George Brown College
   PO Box 1015, Station B
   Toronto, Ontario M5T 2T9
2. A week after you apply, call the college switchboard and ask to speak with the co-ordinator of the program you chose.
3. If you get a notice from the college about an interview, a test, or another selection process, and you need an interpreter, call one of these numbers a least week before: (416) 415-2066 (voice) or (416) 864-0535 (TTY).
4. If the interview is cancelled, please tell the office right away.
5. When you are accepted by the college, immediately contact Deaf and Hard-of-Hearing Services at (416) 415-2066 (voice) or (416) 864-0535 (TTY) to arrange educational support services.

Fees and Financial Assistance

Contents

In this section, we cover what your fees will be, and when and how to pay them. We also talk about the kinds of financial aid available* and how to apply to receive such assistance. The section contents are listed below:

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*International students are not eligible.

Post-secondary Program Fees

Cost

Fees are for the 2000-2001 academic year and may be revised at the college's discretion. Fees for programs starting in Fall 2001 or later may vary. Total fees for most programs include the following:

Fee	Per year	Notes
Tuition (Canadian Citizens and Permanent Residents)	Under age 65: $1,502 to $2,577 65 or older: $736.50 to $1,263.	Varies by program. The Board of Governors sets fees within guidelines established by the Ontario government. See individual program descriptions for fees.
Tuition (International Students)	$9,375	Does not include material or other administrative fees.
Materials/Supplies	Varies from $50 to $2,500. Average: $300.	Varies by program.
Student Activity	$63.50 per semester.	Covers Student Association, Athletics and Student Centre Building Fund fees.
Graduation/Diploma	$21.50 per semester.	Payable in your final year of a program.
Technology	$40 per semester.	Helps support open-access computer labs.
Health/Dental Insurance*	$170	Subject to annual renewal. Does not apply to all students, including international students.
International Student Insurance	Approximately $540 for one calendar year, or $50 per month.	Students must enrol directly with the company. For more information, contact the International Centre at (416) 415-2115 or e-mail: rmalayan@gbrownc.on.ca

Fee	Per year	Notes
I.D.	$12	For the entire program.
Student Assistance	$25 per semester.	Covers peer tutoring, Student Success and advising.
Alumni	$20	Payable in the first year.
Canadian Federation of Students (CFS)	$5.80 per semester.	CFS lobbies the government and other organizations on behalf of college and university students across Canada.

Other fees		
Withdrawal Fee	$100	$500 for international students.
Late Registration Fee	$125	$65 for International ESL program.
Transfer Fee	$20	

*Students may apply for an exemption from this fee if they have comparable coverage. Please contact the Benefits Office for the Opt-out deadline, as no applications received after the deadline will be accepted.

Fee Deferrals

What is a deferral?

A fee deferral is a legal agreement between you and the college. You agree to pay the balance of your fees as soon as you receive OSAP funds or a notice of denial.

Who can apply?

If you have applied for OSAP financial assistance, you can request a fee deferral.

CAUTION: If you request a fee deferral and the college finds that you have not applied for OSAP, you will have to pay the $125 late registration fee.

Cost

The total deferral payment is $145. This includes a $45 deferral fee and a $100 fee applied to your tuition. The deferral payment is non-refundable.

How to apply

To request a fee deferral, follow these steps:

1. Check the deferral box on the registration form.
2. Submit the $145 deferral payment (by Visa/MasterCard or by certified cheque or money order payable to George Brown College) and your registration form to George Brown College.

Fee Refunds

Fee refunds

Potential refunds and academic penalties are based on the date you submit a completed and signed program withdrawal form to the Registration Centre.

Example: If you withdraw from a course or program within 10 working days from the start of a semester, you will get tuition refunded for the semester (and any fees paid in advance for other semesters), minus a service charge.

If you withdraw in the first semester of your academic year, your student activity and graduation fees can also be refunded.

Cost

The service charge for withdrawing is as follows:

If you are a Canadian citizen or permanent resident, the charge is $100. If you are an international student, the charge is $500.

Who gets the refund?

You or the organization paying your fees will get the refund. For example, if you get an OSAP bursary for child care or disability-related expenses, your refund will be paid to the Treasurer of Ontario, and not to you. The college pays the refund by cheque or credits the Visa/MasterCard account on your registration form.

English as a Second Language (ESL), Upgrading and Skills Programs

Cost

For fees charged in the 2000-2001 academic year, refer to each program's page in this book. Total fees for most programs included the following:

Fee	Per week	Notes
Tuition (Canadian citizens and permanent residents)	$40.06 to $47.92	Payable prior to the start of the program or at the start of the new semester. **Note:** Students in some programs pay a technology and materials fee.
Tuition (international materials, students)	$256.45	Does not include books or health insurance, but does include campus service fee, graduation and student activity fee. **Note:** Students in some programs pay a technology and materials fee.
Campus Service Fee	$0.45	Payable with the first tuition payment. Does not apply to international students.
Graduation	$1.43	Does not apply to international students.
Student Activity	$3.83	Does not apply to international students.

Financial Aid

What kinds of aid are available?

There are three main kinds of financial aid:

- loans, where repayment is required,
- grants, scholarships, bursaries or awards, where no repayment is required, and
- work-study jobs, money that you earn through work on campus.

Who can apply?

Full-time and part-time students are eligible for different aid programs, as shown below. Government programs, such as the Ontario Student Assistance Program (OSAP), are open only to Canadian citizens or permanent residents.

If you are a full-time student, you may be eligible for

- a loan through the Ontario Student Assistance Program (OSAP),
- a grant or scholarship from the Student Assistance Fund or your faculty, or
- a work-study job on campus.

If you are a part-time student, you may be eligible for

- a Canada Student Loan for Part-Time Students and/or a Special Opportunity Grant or an Ontario Special Bursary,

Note: There are also OSAP bursaries for child care and disability-related expenses. Students must qualify for OSAP first.

Ontario Student Assistance Program (OSAP)

Purpose

The purpose of the Ontario Student Assistance Program (OSAP) is to help low- to moderate-income individuals and families meet the cost of a student's education. OSAP is not intended to fund all of a student's education and living costs.

What is OSAP?

OSAP provides financial assistance through loans and bursaries.

How OSAP works

When you apply to OSAP, you are automatically applying to receive loans through the federal Canada Student Loans Program and the provincial Ontario Student Loans Plan. If you get a Canada and Ontario Student Loan, you start repaying six months after you have stopped being a full-time student. While you are in school, the government of Canada or Ontario pays the interest on your loan(s).

Deadline

Forms are available each spring, around April or May. Apply as early as possible. For a one-term assessment, you must apply within the first 30 days of class. For two terms, you must apply before the last 90 days of class.

How to apply

Get and complete an application form from the guidance office of a local high school or from the financial assistance office at a community college. You may also apply on-line at www.osap.gov.on.ca

Or to have an application sent to you, contact George Brown at (416) 415-2000, 1-800-265-2002 or info@gbrownc.on.ca.

Help with applying

Contact the financial assistance office during regular hours:
Monday to Thursday 9 a.m. to 6 p.m.
Friday 11 a.m. to 4 p.m.
Location: off the main lobby at St. James Campus.

For more information, check the OSAP web site at www.osap.gov.on.ca
check the George Brown web site at www.gbrownc.on.ca
or call the Financial Assistance Office at (416) 415-2476.

Adding, Dropping, Changing or Withdrawing from a Course or Program

Policy

If you change courses or course sections, or decide to withdraw from your program, you must notify the Registrar's Office in writing (by registered mail, by fax, or in person). The letter must be signed by the student. Not attending classes and/or notifying the professor of your intention to withdraw is not acceptable notification. If you do not inform the Registrar's Office you will get an F in the courses in which you were registered, plus an invoice for outstanding fees.

Note: If you are paying fees by OSAP, dropping too many courses may change your status to part-time and will affect your eligibility for OSAP.

How to change courses

To add, drop or transfer a course, follow these steps.

- Get a Student Action form from the Registrar's Office.
- Complete the form.
- Submit the form to the Registrar's Office before the end of the third week of the term. For transfer requests, attach $20.

How to withdraw

Before withdrawing from college, get advice from a counsellor or faculty member to explore your options. If you still want to withdraw, follow these steps:

- Get a withdrawal form from the Registrar's Office. If you are outside Canada, fax or mail the International Centre, saying that you will not be attending.
- Complete the form.
- Submit the form to the Registrar's Office before the withdrawal deadline.

To withdraw from George Brown and get a fee refund, you must inform the college in writing before the end of the 10th day of classes that you're withdrawing. If you do so, you will get your fees refunded minus a $100 administrative charge ($500.00 for International Visa students).

However, if you have applied for an OSAP loan and paid $145, the $45 OSAP deferral fee is non-refundable, so you will not get a refund. You must inform both OSAP and the Registrar's Office of your decision to withdraw.

If you withdraw after the tenth day of classes there will be no refund for the first semester, although if you have paid fees for the second semester those will be refunded. If your fees have not yet been paid in full, you will be required to pay any outstanding balance on your student account for the first semester.

The deadline is in the calendar of important dates in your Student Handbook.

After you withdraw from a course, your transcript will show the date you submitted the withdrawal form. Your status will show as WITHDRAWN.

For more information call the Registrar's Office at (416) 415-4497.

Student Records

Introduction

Your academic record reflects your work while at George Brown College. You may need it to apply for a job or to another college or university. It is in your best interest to make sure your record is correct.

The Registrar's Office

The Registrar's Office performs the following functions to assist you:

- processes student grades and academic standing when it is received from the academic faculties,
- computes grade points and grade point averages,
- produces transcripts, and
- grants diplomas and certificates.

Grading System

George Brown College records grades using letter values, as shown below:

Percentage	Letter	Points	Designation
86-100	A to A+	4	**Honours:**
80-85	A-	3.7	3.5 or higher grade point average (GPA)
77-79	B+	3.3	
73-76	B	3	**In good standing:**
70-72	B-	2.7	1.7 or higher GPA and all courses have been passed
67-69	C+	2.3	
63-66	C	2	**On condition:**
60-62	C-	1.7	less than 1.7 GPA or one or more failed courses
57-59	D+	1.3	
50-56	D	1	
0-49	F	0	

Transcripts

A transcript is a complete record of the grades you earned while attending the college or grades that were transferred from another institution.

Graduation requirements

To graduate, you must have:

- a cumulative GPA of at least 1.7 or more,
- no unredeemed Fs,* withdrawals or other "not passed" designations, and
- no debts to the college.

*Redeeming an F

To redeem a failed course, you must replace it with a passing grade. As noted above, to graduate you cannot have any unredeemed Fs on your record. You can redeem an F by:

- repeating and passing the course,
- taking extra exams, or
- successfully appealing the grade.

Note: You cannot repeat a course more than three times.

Fs and your GPA

If you fail a course, the F shows on your transcript and is included in your GPA. When you redeem the course, the F will still show on your transcript. However, the new, higher grade replaces it in your GPA.

Appealing a grade

For appeal policies, consult a college policies booklet or manual, available in college libraries. Assistance is available through your academic department, the Student Advocate and the Student Association.

Access to records

Your records (personal information) are the property of the college. The college is bound by the Freedom of Information and Protection of Privacy Act (1987). Only you (or someone with your written permission) can view and copy your records. To protect your confidentiality and the College's liability, you should provide written consent for a third party to access or discuss personal information held by the college.

Holds on records

If you owe the college money, have not returned college property, or have other outstanding issues, the college can hold your records including

- transcripts
- grade reports
- tax forms
- diplomas and certificates
- letters of attendance
- other college documents.

Requesting Transcripts and Replacement Diplomas/Certificates

Your request should be in writing. Request forms are available at the campus Registration Centres.

You may fax your request to Liz Dantas, Academic Records at (416)415-4994 or you can mail it to:

Attn: Student Records
George Brown College
P.O. Box 1015, Station B
Toronto, Ontario M5T 2T9

Please provide the following information: full name (while in college), student number, years of attendance, telephone number (business and home), number of copies required, address to which you would like the documents to be issued and payment.

There is a $6 charge for the first transcript and a $3 charge for each additional copy.

Personal cheques are not accepted. If faxing your request, payment can only be made by VISA or MasterCard. Please ensure that faxed requests include the information stated above, as well as credit card number, card type (VISA or MasterCard), expiration date and signature.

Pre-Health Science

Program Code: S120
St. James Campus
1 year (2 semesters)

Starting: September and January
Certification: Certificate

Our Program

This program prepares people for entry into a number of health science programs at George Brown, including Practical Nursing, Dental Assistant, Dental Technology, and Denturism. It also gives students a basic understanding of social sciences and human relations that will allow them to relate to people in their further studies at college and at work in health care institutions or with health care providers.

Throughout this program students study biology, chemistry and physics. Other courses include applied math, communications, computer literacy, and liberal arts. Students also explore careers in the health sciences/services sector. Academic advisement and student support and success strategies are interwoven throughout the courses.

Your Career

Graduates of Pre-Health Science who maintain a Grade Point Average (GPA) of 3.0 or higher may be accepted into a number of college health science programs (noted above), providing specific admission requirements are met and seats are available. They may also apply for elective credit exemptions for those programs.

Note: Successful completion of this program is not a guarantee of admission to any other program, nor is it a requirement of any other program.

Admission Requirements

Ontario Secondary School Diploma (with credits at, or above, the general level) or equivalent (including Basic Training for Skills Development (BTSD) Level IV), or mature student status.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessing academic standing, assessing the results of a written questionnaire or interview.

A Grade 11 or 12 Science Credit (Biology, Chemistry or Physics) is the recommended academic preparation for this program.

Fees

To be announced.

Semester 1

BIOL1033	Principles in Biology
CHEM1014	Principles in Chemistry
BUS1034	Strategies for Student Success
COMP1082	Computer Skills and Applications
ENGL1003	Communications I
MATH1096	Applied Mathematics I
GHUM1025	Speaking with Confidence

Semester 2

ANAT1051	Principles in Anatomy and Physiology
CHEM1015	Chemistry for Health Sciences
PHY1012	Physics for Health Sciences
PRAC1001	Professional Practice
COMM1007	Communications II
MATH10097	Applied Mathematics II
GNED	General Education Elective

For more information contact the Faculty of Community Services and Health Sciences at 416-415-2185.

For updated information and course descriptions go to www.gbrownc.on.ca or call 416-415-2000 or 1-800-265-2002.

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George Brown College Foundation

George Brown College Foundation, or the development office, is the college's primary fund-raising organization to support the educational and development goals of The City College and the career goals of its students. This year, the Foundation and its Board of Directors will launch a multi-million dollar capital campaign and be significantly involved in supporting the Centre for Advanced Microelectronics (Phase II), the Centre for Studies in Community Health, the Centre for Advanced Building Technologies, the Centre for Financial Services Education and many other exciting capital additions to the college.

The Foundation graciously accepts donations on behalf of the college including cash, in-kind donations (products, stocks, securities), artwork, numerous deferred vehicles (including gifts of life insurance policies and bequests), real estate and cultural property. Donors to the Foundation include current students, alumni, Friends of the Foundation, staff and many corporate partners in the community, all contributing to ensure that George Brown College, The City College, will make the future work for its students.

To contribute to these fund raising initiatives to become more involved in fund raising or to volunteer your time, please contact the Foundation Director today at 4(416) 415-2405.

Ontario Student Opportunity Trust Fund (OSOTF)

Initiated by the Provincial Government in 1996 to encourage the development of college bursary and endowment funds, the OSOTF program matched funds raised on a dollar-for-dollar basis. The Foundation was instrumental in establishing the College's OSOTF and is delighted that 30 new Entrance Awards have been established through this initiative. In addition, many newly named funds were established to be distributed as bursaries for needy students at George Brown College. For a complete bursary and award listing, please contact the Foundation Office or visit our web site.

The Foundation wishes to thank all contributors to this initiative and, in particular, the generosity of our major supporters of the DSDTF:

Bank of Montreal
CIBC
Friends and family of Sally Quan
Friends of the De LaSalle Bursary Fund
George Brown College Seniors' Association
John O. Maxwell Endowment Fund
Royal Bank
Scotiabank
TD Bank Financial Group
The Chawkers Foundation
The Métis Nation of Ontario

Foundation Office

St. James Campus, Room 536E	415-2054
Foundation Director	415-2405
Fax	415-5011
Web Page	www.gbrownc.on.ca/foundation
E-mail	gbcfdn@gbrownc.on.ca

College Telephone Directory

For departments not listed below, please call (416) 415-2000
(if you are calling long distance: 1-800-265-2002)

Academic Bridging	**(416) 415-2427**
Alumni Affairs	**(416) 415-2106**
Athletics	
St. James Campus	**(416) 415-2176**
Casa Loma Campus	**(416) 415-4714**
Career and Employment Services	
St. James Campus, Room 582C	**(416) 415-2107**
Casa Loma Campus, Room C221	**(416) 415-4585**
Nightingale Campus, Room 105	**(416) 415-2354**
Child Care Office	**(416) 415-2359**
Counselling Office	
St. James Campus, Room 582C	**(416) 415-2107**
Casa Loma Campus, Room C221	**(416) 415-4585**
Nightingale Campus, Room 105	**(416) 415-2354**
Deaf and Hard-of-Hearing Services	
TTY	**(416) 864-0535**
Voice	**(416) 415-2066**
Disability Services	**(416) 415-2622**
Call Centre	
For general information about full-time and part-time programs	**(416) 415-2000**
Long distance call	**1-800-265-2002**
E-mail	**info@gbrownc.on.ca**
Financial Assistance	
For information on student loans, scholarships and bursaries	**(416) 415-2476**
Academic Records, Certificates and Diplomas	**(416) 415-4485**
Housing Service	
St. James Campus, Room 578C	**(416) 415-2101**
Casa Loma Campus, Room C221	**(416) 415-4585**
International Centre	**(416) 415-2115**
Liaison Office	**(416) 415-2267**
Tours	**(416) 415-2000 ext. tours (86877)**
E-mail	**tours@gbrownc.on.ca**
Prior Learning Assessment and Recognition	**(416) 415-2290**
Registration Centre	
Casa Loma Campus	**(416) 415-4315**
Student Advocate	**(416) 415-2674**
Student Association	
St. James Campus, Rm 147	**(416) 415-2455**
Casa Loma Campus, Rm 210	**(416) 415-4730**
Nightingale Campus	**(416) 415-2761**
Hospitality Campus, Rm 254	**(416) 415-5074**
Benefits Office	**(416) 415-2443**
Test Centre	**(416) 415-4565**
E-mail	**gbctest@gbrownc.on.ca**
Web Site	**www.gbrownc.on.ca**

This calendar is an annual publication of the Communications and Marketing Department of George Brown College in Toronto, Canada. Contents are copyright George Brown College, 2000.

Your comments or suggestions are welcome by mail to: Communications and Marketing, George Brown College, P.O. Box 1015, Station B, Toronto, Ontario M5T 2T9 (416) 415-2059

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GEORGE BROWN COLLEGE
P.O. Box 1015, Station B
Toronto, ON, M5T 2T9

- subway
- subway stops
- streetcar/bus stops
- public parking lots

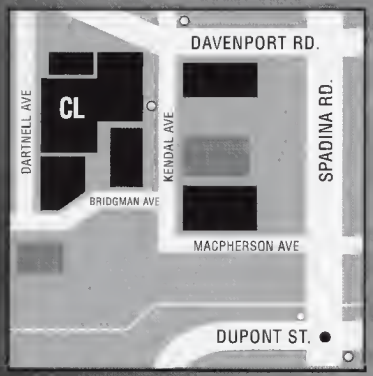
How to find us:

St. James Campus

200 King Street East

By TTC*: Exit at King Subway Station. King streetcar east to Jarvis Street, walk one block east.

Faculty of Hospitality & Tourism Building (HOSP)
300 Adelaide Street East



Casa Loma Campus

160 Kendal Avenue
Building C – Main Entrance

By TTC*: Exit at Dupont subway station, walk north on Spadina Road to MacPherson Avenue, walk one block west to Kendal Avenue.

Nightingale Campus

2 Murray Street

By TTC*: Exit at St. Patrick subway station, walk north on University Avenue to Elm Street, walk one block west on Elm Street.

*TTC Info Line (416) 393-4636

www.gbrownc.on.ca